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The churchman's hand-book : a practical guide on the rights and duties of rectors, wardens, vestrymen,

THE

CHURCHMAN'S HAND-BOOK,

A PRACTICAL GUIDE

ON THE

RIGHTS AND DUTIES

OF

RECTORS, WARDENS, VESTRYMEN, ETC.

BY

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I.

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OF THE NATURE AND LIMITS OF A PARISH.

The term Parish defined.

1. "Parish" is an ecclesiastical term, and was first used to define the jurisdiction of a Bishop. When, in process of time, the Bishop became the administrator of a Diocese, parochial jurisdiction was given over into the hands of the Second Order of the Ministry. A Parish, then, may be defined as an ecclesiastical jurisdiction where a Priest, lawfully called and admitted, has the cure of souls.

Limitation of jurisdiction and the objects served by it.

2. Limitation of jurisdiction serves to prevent disorder. Jurisdiction, whether diocesan or parochial, is a thing of ecclesiastical arrangement, and is intended to protect the clergy against intrusion in the sphere where the Church has called them to labor. As it is not lawful for one Bishop to go into the jurisdiction of another Bishop, without consent, so the Rector of a Parish has *exclusive* powers within the limits assigned him.

Ascertainment and defining of Parish boundaries.

3. "The ascertainment and defining of the boundaries of existing Parishes or parochial cures, as well as the establishment of a new Church or Congregation, and forming a new Parish within the limits of any other Parish, is left to the action of the several Diocesan Conventions, for the Dioceses respectively" Tit. III., Can. 5, § ii. [1].

Rule where Parish boundaries are not defined.

4. Where Parish boundaries are not defined by law * or settled by Diocesan authority, the general law prevails: "Parochial boundaries shall be the limits as now fixed by law, of any village, town, township, incorporated borough, city, or the limits of some division thereof, which may have been recognized by the Bishop, acting with the advice and consent of the Standing Committee, as constituting the boundaries of a Parish"† Tit. I., Can. 14, § vi. [2].

5. It may happen that through force of circumstances, as in our large cities and towns, territorial

* The Church has almost always made it a rule to take the existing State divisions to define Diocesan and Parochial jurisdiction.

† In some of the Southern States, *e. g.* Maryland, the Parishes are territorial, with metes and bounds, each Parish having its Parish Church, and often one or more Chapels. Within some of the Parishes there are separate and independent organizations known as Congregations.

limits shall have become extinct. The Church or Congregation in such an event constitutes an ecclesiastical jurisdiction, with exclusive rights: if there be no Rector, the jurisdiction is in the Bishop, acting through the Wardens and Vestrymen* Tit. I., Can. 14, § vi. [1].

In cities and towns where territorial limits have become obliterated.

6. The Parish has always been a cherished part of the ecclesiastical system of the Church of England and the Churches of her planting. It differs, it will be seen, from an ordinary congregation as a part of a greater whole, and in the acknowledgment of the principle that the source of jurisdiction is the Bishop, as head of the Diocese. Hence, when a Parish is vacant by there being no Rector in charge, jurisdiction reverts to the Bishop, and can only be exercised by the Wardens and Vestrymen acting with his consent.†

Distinction between Parishes and Congregations.

On the other hand, where there is a Rector,

*Ala., Alb., Ark., Fla., East. L. I., Mich., Mo., Miss., Neb., Penn., Pitt., Cent. Penn., W. N. Y., Md.

† It is a common mistake for Wardens and Vestrymen to supply a parish when vacant: but this is an usurpation of jurisdiction. It is prevented in Illinois and in the Dioceses just noted by a Canon to this or like effect: "Whenever a Parish or Mission shall become vacant, and the Wardens shall give

jurisdiction is for the time being delegated; and the Bishop has no power except as defined by Canon. Jurisdiction serves the same purpose in the case both of the Diocese and the Parish: it prevents disorder and protects the possessor for the time being against all unwarrantable intrusion on every side.

Jurisdiction primarily in the Bishop.

7. *Primarily* all jurisdiction is vested in the Bishop as head of the Diocese, and so long as the Bishop is able to perform all the duties of the Pastoral care, etc., it rests there: but when, through the multiplying of congregations, jurisdiction has to be divided, then the same rule which protects Bishops against intrusion from each other, protects a Priest from all *arbitrary* interference or neglect on the part of the Ecclesiastical Authority.* Tit. I., Can. 15, § xi.

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the required notice thereof to the Bishop, he may appoint those of the clergy in the Diocese who can, with most convenience, discharge the duty, or any other qualified minister, to supply such vacant Parishes as have been reported to him, at such times as may be deemed convenient and proper. It shall be the duty of such Parishes thus supplied, to defray all of the expenses incidental to such occasional service. (Ill., Tit. III., Can. 9). By Can. III., Tit. D of the Diocese of Maryland it is made "the duty of the Vestry" to notify the Bishop when a Parish becomes vacant.

* The Diocese of Minnesota has embodied this principle in its Canon (vi.), "On the Use of Churches." "As every con-

II.

OF THE ORGANIZATION OF A PARISH.

First step in the organization of a parish is to notify the Bishop.

8. Inasmuch as all jurisdiction rests in the Bishop until otherwise delegated, the first step to be taken in the organization of the Parish is to notify the Bishop (or if there be a vacancy in the Episcopate, the President of the Standing Committee) of the intention to organize.* This notice should contain such information in the premises as may enable the Bishop to judge of the propriety of the act, and is to be signed by the parties respectively proposing to organize.†

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secrated church is placed under the spiritual jurisdiction of the Bishop of the Diocese, it is hereby declared that in the spiritual jurisdiction is included the right of the Bishop to use such church for all services not inconsistent with the "Form for the Consecration of a Church or Chapel," and to prevent its use for the performance of any service inconsistent with the same. *Wherever a Priest is instituted or regularly settled in a parish or church, then the right of the Bishop to use such church for the performance of any holy office shall be confined to his episcopal visitations and extraordinary occasions.*

* For form of notification, see App. A.

† If it so be that the proposed organization is within the limits of another jurisdiction, care must be taken to get the consent in writing of the Minister or Ministers within whose parochial bounds it is proposed to organize. If consent be

Legal steps necessary.

9. As the primary object in the organization of a Parish is to secure the stated ministrations of a Priest; and as this implies a permanent church building, and the holding of property, etc., legal steps have to be taken to create a Corporation which may hold the property of the Parish; be responsible for the maintenance of Divine service; and the support of a Rector. Too much care, therefore, cannot be taken to have all things done with due legal formality.

10. There is no uniform law for the incorporation of churches: the mode of procedure varies according to the law of the State in each Diocese. In the greater proportion of the States there is a *general* statute for the incorporation of all religious societies; some States make *special* provision for congregations belonging to the Protestant Episcopal Church; some, under the general charter, recognize the peculiar organization of Wardens and Vestrymen, and give to it the same legal standing as a Board of Trustees or a Standing Committee; in other States, again, the incorporation of religious societies is positively forbidden, and Parishes have

withheld the fact should be stated in the application to the Bishop, and the reasons given so far as known for objecting to the creation of a new parish. (Tit. I., Can. 14, § vi. [1].) In Maryland the application for permission to organize is to be made to the Convention. See App. E.

to be organized under the Statute for the incorporation of railroads, literary societies, etc.

11. Alabama, California, Florida, Georgia, Illinois, Iowa, Kansas, Kentucky, Louisiana, North Carolina, Ohio, Oregon, Pennsylvania, Pittsburgh, Central Pennsylvania, Tennessee, Texas, Vermont, Wisconsin and New Jersey, are organized under the General Statute for the incorporation of religious societies. The forms of procedure, for the most part, are simple; in nearly every instance the Statute itself will be found a sufficient guide.

12. New York, Maryland, Long Island, Albany, Western New York, Central N. Y., Indiana, Michigan, and Minnesota incorporate under Special Acts: forms of procedure for most of these Dioceses will be found in Appendix B.

13. In Connecticut, Delaware, Massachusetts, Maine and Mississippi, the general Act covers the case of organizations formed under the rule of Wardens and Vestrymen; or Rector, Wardens and Vestrymen: the Statute will furnish the necessary form.

14. Rhode Island, Arkansas, Virginia,

West Virginia, South Carolina, Missouri, and Nevada have no general law for the incorporation of religious societies, and in some cases positively prohibit their incorporation by the legislature. In all of these States, however, religious societies are recognized and protected, and in some of them important rights and privileges are granted.

15. The mode of procedure in Kentucky, Mississippi, Oregon, Pennsylvania, Pittsburgh, Central Pennsylvania, Tennessee, Vermont, Florida, Arkansas, and California, is by written Articles of Association which are to be signed, and made the basis of application for an act of incorporation.

16. In the Appendix will be found the approved form of procedure for the five New York Dioceses; for the Diocese of Pittsburgh (which, with one or two trifling exceptions, gives the rule for Pennsylvania and Central Pennsylvania); for the Diocese of Missouri, (which will furnish the rule for incorporation by articles of written agreement); and for the Diocese of Maryland. With the help of these forms and the consultation of the Statute, no difficulty need be found in drawing up Articles of Incorporation. (See App. B. C. D.)

17. The New York Statute makes provision for

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the organization of Free Churches where there are seven persons of full age, citizens of the United States, and a majority of them residents of the State of New York. To become incorporated they must make a certificate in writing, stating: 1st. The name and title by which the organization will be known in law; 2d. The purpose of the organization; 3d. The names of the seven trustees, of whom not less than five must be persons not Ministers of the Gospel or Priests of any denomination. This Certificate must be *acknowledged* before an officer authorized to take acknowledgments of deeds of land.

18. (1.) The Certificate should be in duplicate (or the original instrument copied), and both signed in full by all the parties, and acknowledged. It will not do to prove the Certificate; it must be acknowledged, and the acknowledgment must be indorsed by the proper officer on each copy of the Corporators' Certificate.

(2.) The duplicate Certificates, signed and acknowledged, are to be presented to a Justice of the Supreme Court of the District in which the church or congregation is situate, or (if in the City of New York) to a Judge

of the Superior Court, for his written consent and approbation. This is to be indorsed on each duplicate Certificate, and signed by the Justice or Judge.

(3.) One of the duplicate Certificates thus indorsed must be filed in the office of the Secretary of State, and the other in the office of the Clerk of the County in which the church is situate.

(4.) A majority of the Trustees constitutes a quorum for the transaction of business: provided that no purchase, lease or sale of real estate shall be made unless two-thirds of the whole number be present. Vacancies in the Board of Trustees may be supplied by the remaining Trustees at any meeting, but there must always be five persons not Ministers of the Gospel or Priests.

(5.) It is the duty of the Trustees to make and file in the December of each year in the County Clerk's office where the original Certificate is filed, a Certificate stating the names of the Trustees and officers, with an inventory of the property, effects and liabilities sworn to, and also an affidavit that the society has not been engaged, directly or

indirectly, in any other business than such as is set forth in the original certificate of Incorporation.

The necessary steps to be taken to secure union with the Convention or Council of the Diocese.

19. The necessary legal steps having been taken to constitute the Parish a corporate body, it remains to secure formal union with the Diocese, by application duly made at the Annual Convention or Council. Here, again, care is to be taken to meet all the *legal, constitutional and canonical* requirements.

When the time of the Annual Convention or Council approaches * (some Dioceses require action to be taken by the Vestry a month beforehand ;† in some it is sufficient to act immediately before the Annual meeting of Convention ‡), let a Vestry Meeting be duly called and application be made in writing to the Bishop (or Standing Committee) or Secretary of the Conven-

* Albany, New York, L.I., Mass. and Wis. require a parish to be organized a year before it can be admitted ; Minnesota, six months ; West. New York, six months ; Tenn. three months.

† Albany, Cent. Penn., Ill., Mich., N.Y., Neb., Ohio, S.C., Wis.

‡ Ark., Ala., Cal., Conn., Cent. N.Y., Del., Ind., Iowa, Maine, Kan., L.I., Mass., Miss., Mo., N.H., N.J., Penn., Pitt., Texas, W. N. Y., Minn.

tion (as the Canons of the Diocese may require), at or before the Annual Meeting; this application must be accompanied by a copy of the minutes of the Vestry Meeting just held, duly certified by the Clerk of the Vestry. To this must be added all the other papers, viz.: The notice to the Bishop; approval by the Bishop; proof of public notice given for organization; the minutes of the Vestry for organization; the Constitution as adopted, in which conformity to all canonical relations, General and Diocesan, is to be made; proof of legal incorporation and of record, and of any other acts required by the Statute; a certificate that the Parish contains the required number * of habitual worshippers, or communicants.†

20. This application must be signed by the Rector, if there be one, and by one or both of the Wardens, and by the Clerk of the Vestry;‡ or in case of churches without Vestries, by the Minister

* New York requires that there shall be twenty-five persons habitual worshippers for the past year; West. New York asks for the same number for six months; Illinois, that there shall be twenty-four communicants, and of these six males.

† Maine (Can. vi.) calls for a vote of the Parish asking for union.

‡ The rule in Pennsylvania is for one Warden and two Vestrymen to sign.

or by the presiding officer of the meeting at which the resolution was adopted, and *also* by the Clerk of the Vestry; it may *also* be advisable to add the signatures of one or more Trustees of the church.*

21. Let it be remembered that a corporation, in law, dates from the time of the *recording* of the certificate of incorporation by the proper officer.

Date of Incorporation.

22. Union of a Parish with the Convention of a Diocese may be forfeited by failure to conform to the canonical requirements regarding the same.

III.

OF A PARISH CHANGING ITS NAME.

23. In event of a Parish desiring to change its name,† application must be made to the Judge of the County or to some other officer, as the law of the State may require, setting forth the reasons for the change. The order granting the petition is to be laid before the Committee on the Incorporation of Churches at the Annual Convention, and, after due

* For form of application, see App. pp. 83,102.

† I give the law as it is in New York; some such provision is desirable in every Diocese.

use made of it, it is to be put on file by the Vestry or Trustees. Ten days after the order is granted, a copy of it is to be published in the public newspaper in the county in which the Parish is situate: and within twenty days after the granting of the order, the order and an affidavit of the publication of a copy thereof are to be filed in the office of the Clerk of the County. In all matters affecting corporate trusts it is desirable to seek legal advice before attempting change.

IV.

OF THE PARISH ORGANIZATION AND VESTRY.

Corporate title of a Parish.

24. The proper corporate Title of a Parish is, "The Rector, Church Wardens and Vestrymen of ——." The Rector, Church Wardens and Vestrymen constitute the Vestry, and are the Trustees corporate and politic: when the Parish is without a Rector, the same rights and privileges are vested in the Church Wardens and Vestrymen.*

*This applies to the holding of the Church property, but not to its *alienation*. In Maryland, if the Parish be without a Rector, the Bishop must give consent before property can be sold. Every principle of jurisdiction demands some such restriction.

The Vestry has charge of the temporalities.

25. It belongs to the Vestry to take charge of the *property of the Parish;* to regulate its *temporal* concerns; to make provision for the support of the Rector, and in case of his death, resignation, or removal, with the advice and consent of the Bishop, to supply his place as soon as possible; and in general to act as helpers to the Rector in whatever is appropriate to laymen for the furtherance of the Gospel, it being understood always that the *Spiritual concerns of the Church are under the* EXCLUSIVE *direction of the Rector, in subordination to the Ecclesiastical Authority and laws of the Diocese.**

The Rector an integral part of the Parish, and head of the Vestry.

26. It is a common mistake to speak of the Vestry apart from the Rector: this has arisen from the fact that in the absence of a Rector the corporate right and privilege of the Parish may, for the time being, rest in the Wardens and Vestrymen. But it is always to be borne in mind that the Rector is or ought to be an *integral* portion of every Parish, bearing the same relation to the Parish that the Bishop does to the Diocese. The Vestry exists to represent in law the

* Missouri, Can. § 4; Delaware has the same, Can. xvi., § 5.

temporality of the Parish, and as the Rector has a vital interest in the care of the temporality, the Civil Estate, with some few exceptions, protects that interest by acknowledging the Rector as the head of the corporation.*

Importance of the distinction between the Spirituality and the Temporality.

27. The principles now laid down are of the last importance to the peace and well-being of every Parish. It sometimes happens that Wardens and Vestrymen transgress the limits of their official trust by making themselves judges in things purely Spiritual; Rectors upon the other hand sometimes stretch their exclusive powers in the matter of the Spirituality over the Temporality as well, and act without due consultation with their Vestries: but a Rector has no right to touch the material fabric, or in any other way to incur expense for which the Vestry is to be made liable without getting their consent to the same.

* Hoffman, Law of the Church, p. 263.

V.

OF RECTORS.

28. "Rector" is a term of jurisdiction, and denotes the power to govern and direct with which a Priest is invested, who has been canonically settled in a Parish duly organized—whose settlement is without limitation of time—and whose salary is of the nature of a permanent contract.

The term Rector defined.

29. The powers vested in a Rector are properly of *two* kinds; he has *exclusive* charge under the Canons in all things affecting the Spiritual interests of the Parish of which he is an integral part; and he is, or ought to be, by virtue of his office, *head* of the Corporation called the Vestry.

30. The Rector, being a Priest, has, by virtue of his office, the exclusive regulation under his canonical superiors of all the spiritual concerns of the Parish.

Rector's power of two kinds.

Sent to preach the Gospel and to minister at the Altar, the Rector has at all times access to the Church building,* and has power

Spiritual matters exclusively in the hands of the Rector.

* Arkansas, by Canon (Tit. II., Can. v.), giving the Rector power "of the keys of the Church." Illinois and Wisconsin have Canons to the same effect.

to open the same as he may deem proper for the celebration of Sacred Rites, for Catechetical or other religious instruction, for Marriages, Baptisms, Funerals and all other Offices authorized by the Church, of which he is a Minister.

To him belongs the Spiritual direction and control of all Sunday Schools, Parish Schools, Brotherhoods, and all other Educational and Charitable Associations within the Parish: he presides at all Parish Meetings and has, *ex-officio*, the first place in all matters affecting the interests of his cure.*

Corporate powers of Rectors.

31. In addition to these exclusive powers, the Rector is possessed of *corporate* powers, secured by law, and recognized by the State. The Rector is head of the Corporation ;† his signature is necessary to the validity of all documents given under the corporate seal; he holds in all respects the same relation to the corporation called the Vestry as any President does to the body of which he is the head.

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* Hoffman, Law of the Church, p. 255–6.

† Hoffman, Law of the Church, p. 262–6.

Rector has no absolute power over the temporalities.

31. It arises out of the constitution of a Vestry that in matters affecting the temporality of the Parish, a Rector has no power apart from the body of which he is the head. He cannot, of his own motion, alter or change the Church building or the Rectory. He cannot incur any expense or make the Vestry responsible for any obligation without their consent; in all temporal matters he is to consult the body of which he is the head.

He cannot incur expense, etc.

Mode of electing a Rector.

32. The election of a Rector is to take place at a meeting of the Vestry or Parish duly called. The object of the meeting should be stated in the call, and the election made by a majority, or otherwise as the Statute may direct, of the votes of the Vestry or Parish, given by ballot upon an open nomination.

Call to be in writing.

33. Let the Call of the Rector be made in writing and express distinctly the stipulations of support.

The Call a legal contract.

34. The Call, it is to be remembered, is a legal contract, and the salary accruing under it, a debt, recoverable by process of law, of which the call is substantial evidence.*

* Ill. Tit. II., Can. 4, § ii. It has been ruled in Massachusetts that "if the minister is settled over a church and congregation, or society, without any limitations as to its con-

Notice of acceptance to be given to the Bishop.

35. If the call be accepted, the Vestry shall deliver or cause to be delivered to the Bishop, or where there is no Bishop, to the Standing Committee of the Diocese, notice accordingly.*

Notice of Institution.

36. Where it is not made obligatory by Canon, if the Vestry desire the use of the Institution Office, it may be stated in the notice to the Bishop of acceptance, and a time fixed for the same after consultation with the Rector-elect.

Institution office confers no new legal rights.

37. The Office of Institution, it may be observed, confers no new rights or powers in a legal point of view: it simply solemnizes the contract made, and binds the con-

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tinuance, or any express stipulations as to the mode of its dissolution, his settlement is regarded as a contract for life, and is determinable only in the manner and for the causes established by law; which are, an essential change of doctrine, a wilful neglect of duty, and immoral or criminal conduct. If the offence charged is a substantial and essential change of doctrine, amounting to the adoption of a new system of divinity, the case must come before the court, through the result of an Ecclesiastical Council (Sheldon vs. Easton, 24 Pick., 286).

* The Canons of Arkansas require the Vestry to file with the Bishop a minute of their proceedings, including the particular agreement and the acceptance of the Rector elect to the same; and it shall be held as a firm contract. Tit. II., Can. II. For form of this notice, see App. E.

tracting parties not to break the bond without the consent of the Bishop of the Diocese.

Wardens and Vestrymen may appeal to the Bishop in case of neglect of duty.

38. If a Rector, for any cause, neglect to perform the regular service in his congregation, and refuse, without good reason, his consent to any other minister to officiate within his cure, the Church Wardens and Vestrymen may appeal to the Bishop, but they cannot of themselves disannul the jurisdiction of a Rector over his Parish. *

Alms and contributions at the time of Holy Communion are to be applied by the Rector as he thinks fit.

39. The alms and contributions at the time of the Celebration of the Holy Communion are to be deposited with the Rector, and are to be applied by him to such pious and charitable uses as he may think fit. The amount of each collection should be duly recorded, and the aggregate amount given as a special item in the Parochial Report.

No such office as Associate Rector.

40. The Canons make no provision for the division of a Rector's jurisdiction. No such office, therefore, as Associate Rector can canonically exist. If a Rector need help he may ask the Vestry for an assistant, but the person so called has no rights or powers exclusive of the Rector.†

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* Tit. I., Can. 14, § vi. [3].

† Tit. I., Can. 14, § vi. [1.]. Among the standing resolutions of the Gen. Conv. (1808) is one to this effect:—

VI.

OF THE WARDENS.

The common rule is to have two Wardens.

41. The common law is that there shall be two Wardens in each organized Parish, who may be distinguished as Senior and Junior, or Rector's Warden, and Vestry Warden, although all duties belong equally to both, and every duty which may be assigned to the Senior Warden devolves in his absence on the Junior, and both are responsible for the performance of the duty.

Duties of Church Wardens.

42. The "Church Wardens," as their name indicates, are the guardians and keepers of the Church, under the Rector, and representatives of the body of the Parish. They are to see to the Church being kept in good repair, and are to preserve order and decorum in and around the Church building during the time of Divine Service.

"Whereas, associated Rectorships are inconsistent with the usages of the Protestant Episcopal Church and, in many respects, inconvenient, *Resolved*, That it be recommended to the different State Conventions of this Church, not to authorize in future associated Rectorships, and when the existing associated Rectorship shall expire, not to renew the same."

It is made their duty to provide a proper Record Book for the Parish, and to cause to be copied therein all documents bearing on the organization and history of the Parish: they are to collect and present the alms and contributions made in the Church. In the event of a vacancy in the Rectorship, the Wardens are the keepers of the Record Book, and they are to present to the Bishop the report called for by Canon at the time of the Annual Convention.

In the absence of the Rector, one of the Wardens shall preside at meetings of the Vestry.

43. In the absence of the Rector, the Warden or Vestryman, called to the chair by the majority of the voters present, presides at all meetings of the Vestry, and no meeting of a Vestry is valid where there shall not be present at least one Warden and a majority of the Vestrymen.*

VII.

OF VESTRYMEN.

Duties of

44. It is the duty of the Vestrymen, in connec-

* Some dioceses permit the Wardens, in the order of their seniority, to preside without election. In N. J. a majority of the corporate body constitute a quorum for the transaction of business; Md. recognizes four Vestrymen as a quorum.

Vestrymen.

tion with the Church Wardens, to see that all things needful for Divine Service are duly provided; to pay with punctuality, at the intervals agreed, the stipend of the Rector; to take measures for the fulfilment and due payment of all collections and assessments before the close of the parochial year.*

VIII.

OF THE OFFICERS OF THE VESTRY.

Clerk and Treasurer may or may not be members of the Vestry.

45. A Clerk or Registrar and Treasurer, who may or may not be members of the Vestry, shall be elected annually, and shall serve until their successors in office are chosen.

Duties of the Clerk.

46. It is the duty of the Clerk or Registrar to attend all meetings of the Vestry; to take minutes of its proceedings, and, when approved, to enter and attest the same in the "Book of Minutes"; to attest the public acts of the Vestry, and to preserve all journals, records, etc. He is to deliver into the hands of his successor all books and papers, relative to the concerns of the Church, in his possession.

* Ill. Tit. III., Can. 3, § vi.

47. It is the duty of the Treasurer to receive and keep an account of all moneys collected by authority of the Vestry, the reception and disbursement of which is not otherwise provided for.

Duties of the Treasurer.

48. It is desirable that the Treasurer present to the Vestry yearly (if possible two weeks before the Easter Election) a full and accurate statement, accompanied with vouchers, of all moneys received and paid by him since the last Annual Statement.

Annual statement to be made.

IX.

OF THE ANNUAL ELECTION OF A VESTRY.

49. After the meeting for primary organization, each Parish is to meet annually at the time agreed upon (Monday or some other day in Easter Week), to elect a Vestry: the election to take place after Morning Prayer, or as may otherwise be requested by the Statute.

Annual Meeting of the parishioners to elect a Vestry.

50. Due notice of the time of the Annual Meeting is to be given, according* to the requirements of the Statute and the Canons of the Diocese.

Due notice to be given.

51. The vote shall be taken by ballot, and none

* New York requires the notice to be given for two Sundays before the day of meeting.

shall be allowed to vote who do not in all respects come up to the requirements of the Statute or the Canon of the Diocesan Convention in the case.*

The Rector presides in Parish Meetings.

In absence of the Rector, a chairman to be elected.

52. At all Parish meetings the Rector of the Parish presides, or in case of his absence, or of a vacancy, one of the Church Wardens selected for the purpose by a majority of the duly qualified voters present. If no Warden be present, a Vestryman, chosen in the same manner, shall preside and be the Returning Officer.

Proceedings to be entered.

53. The Chairman shall enter the proceedings in the book of the minutes of the Vestry, and sign his name thereto, and offer the same to as many electors present as he shall think fit, to be by them also signed and certified before the adjournment of the meeting.†

54. The polls are to be open at least one hour, and not closed until all qualified persons present have had the opportunity given of casting their votes. A majority of votes cast shall be necessary to elect to any office.

Persons.

55. Each member chosen on the Vestry shall be

* The requirements differ in different dioceses.

† For form see App. F.

notified by the Secretary of his election, and the new Vestry shall be convened for organization and business as soon as practicable after the election.

elected to be notified by the Secretary.

56. It is desirable that the Vestry, on or before the time of the Annual Meeting, cause to be written and placed in the hands of the Rector (or if there be none, the Church Warden), a full, accurate and faithful statement of the temporal condition of the Parish as a body corporate.

A statement of the temporal affairs of the Parish to be rendered.

This statement may be read before the balloting for Wardens and Vestrymen, and afterwards delivered to the new Vestry, to be examined and duly recorded, and the original placed on file among the Parish documents.

In it shall be declared what moneys, lands, and other property have been received during the past year and from what sources; what money has been expended, and for what objects; what property has been purchased, exchanged, mortgaged or sold, and for what purposes.*

* This statement is made obligatory in Ill., Minn. and other Dioceses.

X.

OF MEETINGS OF A VESTRY.

Notice of Vestry meeting to be given.

57. Strict Statute Law requires that a call for a meeting of the Vestry shall be given in writing, unless the meeting take place according to adjournment, under the hand of the Rector,* at least *three days* before the time of meeting. † This is a safe rule, and is desirable to be followed in every case. The common practice of giving notice in church on the Sunday previous is open to the objection that the persons for whom the call is intended may not be present.

Vestry represents three interests.

58. The theory of the Vestry, as indicated by the Title, "Rector, Church Wardens and Vestrymen," is, that it represents three distinct and separate interests: (1.) The Rector, as the representative of his order; (2.) The Wardens appearing for the Parishion-

* Ala. allows a Vestry meeting to be called by the Rector or at the request of the Vestrymen; N. H. by the Rector or one of the Wardens; Ark. by the Rector, or by a regulation of the Vestry itself; Del. at the request of two of the Vestrymen; some Dioceses (Neb., Wis.,) provide by Canon for quarterly meetings of the Vestry.

† For the first meeting after Election, twenty-four hours suffices.

ers; and (3.) The Vestrymen appearing in behalf of the Civil Estate. Hence it is provided in the Statute of New York* that "no such Board is competent to transact any business" where each interest is not represented. There must be a representation of the three interests in the persons of the Rector, *one* Warden, and a *majority* of the Vestrymen. Such a provision is eminently right and just.

When a Vestry may act in the absence of the Rector.

59. To provide against the contingency of a Rector's protracted absence, the N. York Statute has the provision:—"But if the Rector be absent from the State, and shall have been so absent for over four calendar months, or if the Meeting has been called by the Rector, and he be absent therefrom, the Board shall be competent to transact business, if there be present one Church Warden and a majority of the Vestrymen.

What the Vestry may *not do* in the absence of the Rector.

60. The same Statute ordains "that in the absence of the Rector no measure shall be taken for effecting a sale of the real property, nor may any sale, or disposition of the capital or principal of the personal estate of

* Amended Act of 1868.

such corporation be made; nor any act done which shall impair the rights of such Rector." The law in Maryland is substantially the same, except that the Bishop may authorize sale in the vacancy of the Rectorship.

Rector to preside at all meetings; a Warden, when the Rector is not present.

61. The Rector (if there be one, and if not, the Church Warden elected by a majority of votes,) is to preside at the meeting, and in the event of a tie, the Presiding Officer has the casting vote.*

XI.

OF THE MANNER OF FILLING VACANCIES IN A VESTRY.

Vestries not close Corporations.

62. A Vestry is not a close Corporation; it has not therefore the power to supply vacancies when they occur; if a vacancy occur by death or otherwise before the Annual Election, the Vestry shall order a special election, of which notice is to be given at least ten days previously.†

* Ala., Alb., Ark., Del., Flor., N. York., W. N. York., Cent. N. York, Minn., Neb., Wis., Pitt., give the Rector only one vote.

† The Dioceses of Illinois and Nebraska give a Vestry power to fill vacancies in its own body; but the rule of New York and Tennessee is to be preferred. The Ohio rule is that vacancies shall be filled at a special election called by the Vestry or at the instance of five communicants. In some dioceses the Statute of Incorporation provides

Resignations.

63. When a member of a Vestry, not present at a Meeting duly called, desires to resign, he is to notify the Clerk in writing, and his resignation is to be entered on the minutes.

XII.

OF FAILURE TO SECURE AN ANNUAL ELECTION.

In case of failure to elect, the old Vestry holds over.

64. In event of the Annual Meeting to elect Wardens and Vestrymen not being held, or if from any other cause there shall occur a failure to make a valid return, the Vestry of the preceding year holds over until their successors shall have been elected; provided that the election to supply the omission be held within one year after its occurrence.*

XIII.

OF THE VESTRY AS TRUSTEES.

Title of the Church and Lands.

65. The title of the Church and Lands is in the Corporation, and the law vests in it the regulation of the use of the Church Edifice.

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for the way in which vacancies are to be supplied. Where such provision is made it must be strictly followed.

* This is the N. Y. rule: Pitt. allows the time of the election to be fixed by the By-Laws.

The Corporation may, if necessary, enlarge, alter, repair, and if need be, demolish the Church Edifice.

Individual pew-owners.

66. The individual pew-owner has no interest in the real estate thus held in trust; * his right is confined to the use of the pew while in attendance on the Public Service of the Church.†

Subscriptions binding in law.

67. The impression that subscriptions for religious and charitable purposes are not binding in law is an error. Wherever the purpose for which the subscription was made is a useful one, and action has been taken upon it involving an expenditure of money, or whenever several persons subscribe upon a mutual reliance upon each other, each subscriber may be compelled to pay what he promised. ‡

Church Building held in trust by the Vestry.

68. The Church Building is held in trust by the Vestry for religious purposes, and for none other.

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* See App. G. for form of sale and lease of pews.

† Hoffman's Law of the Church, Title III., § 4. Tyler's Eccl. Law, § 260.

‡ The responsibility has been recognized by the supreme court of Michigan in the case of *Underwood* v. *Waldron*, 12 Mich. Rep. 73, and *Comstock* v. *Howard*, 15 Mich. Rep. 237

No improper person to be allowed to officiate.

69. It is obligatory on the Vestry also to see that no person shall officiate without sufficient evidence of his being duly licensed and ordained, and not under judicial sentence.

Vestry cannot alienate consecrated property.

70. A Vestry has no power to alienate, mortgage or dispose of consecrated property except with the consent of the Rector and the Bishop of the Diocese, acting with the advice and consent of the Standing Committee.*

XIV.

OF PARISH REGISTERS AND PAROCHIAL REPORTS.

Contents of the Parish Register.

71. It is all important on legal as well as on canonical grounds that the Register required by Tit. I., Can. 14, § v, of the Digest, be accurately kept. In it shall be specified the name and date of the birth of the children Baptized, with the names of the sponsors and parents; the names of the adults Baptized and the witnesses; the names of the parties Married and of two or more special witnesses of the same, and the place where the Marriage was solemnized; the names of the per-

* Tit. I., Can. 24, § 2.

sons Buried; the place of interment and also the time when each rite was performed, and by whom.

It shall contain a list of the Communicants within the parish, with incidents of removal, death or discipline, and change of names by marriage; also a list of the families and adult persons as far as practicable, also a list of the persons confirmed from time to time by the Bishop.

Annual report to be made to the Convention.

72. From this Register there shall be annually presented to the Bishop, on or before the first day of Convention or Council, by the Rector, or (if there be no Rector) by the Wardens, an accurate statement of the number of Baptisms, Marriages, Funerals, persons Confirmed and admitted to the Holy Communion, and deaths among Communicants, and number added during the year, together with such other particulars as may throw light on the condition of the Parish.

73. To make Registration more exact, the Canon of Missouri* provides that—"Whenever a Clergyman shall perform any service in a Parish of which he is not in charge, the records required by the General Convention shall be made in the Register of that Parish. But if the act be performed be-

* Canon VII., § 3.

yond the limits of any Parish where there is a book of records, then shall they be recorded in the Register of the Parish of which he has charge, and the Record shall state where the acts were performed, and if the acts be performed by a Minister who has no regular cure and beyond the limits of any Parish, then in addition to the private Register required by the General Convention shall be reported all Baptisms so performed, in writing, to the Convention, which report shall be a complete copy of the records and contain the names of the place where each act was performed, and it shall be the duty of the Secretary of the Convention to copy the same into a book to be kept for that purpose."

This is an important provision and desirable to be followed in all cases.

XV.

OF VACANT PARISHES.

74. When a Parish falls vacant it is the duty of the Vestry to give immediate notice thereof to the Bishop that he may make such temporary sup-

The Bishop exercises jurisdiction in case of a vacancy.

ply as he may deem proper.* It is in the power of a Vestry to call and induct a Rector, but when the rectorship is vacated, jurisdiction returns again to the Bishop as head of the Diocese.

XVI.

Of Dormant Parishes.

All property vests in the hands of the Bishop in case of dissolution.

75. The Articles of Association of certain Dioceses provide that in case of dissolution for any cause whatever, the lands, tenements and other estates, real or personal, belonging thereto, shall vest in the Bishop of the Diocese and his successors forever. Some such provision is desirable in all acts of Incorporation.

XVII.

Of the Division of Parishes.

Power rests with the Bishop and Standing Committee.

76. Until a canon or other regulation of a Diocese or Convention shall have been adopted, the estab-

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* Ark., Ala., Alb., East. Florida, L. I., Penn., Cent. Penn., Pitt., Miss., Mich., Mo., Neb., W. N. York.

† The law in Indiana and California is, that the division is to be effected by the concurrence of the Bishop and standing

lishment of new Churches or Congregations within the limits of other Parishes is vested in the Bishop of the Diocese acting by and with the advice of the Standing Committee and in case of there being no Bishop, in the Ecclesiastical Authority.*

XVIII.

Of Insurance.

77. The Canons of Central Pennsylvania provide that no Church or Chapel shall be consecrated until an insurance against fire be obtained for at least two-thirds the value of such building and contents; and it shall be the duty of all Vestries to keep all church property covered by insurance in proportion to the value already stated.

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committee *if the rector refuse. It is required in South Carolina to forward* to the ecclesiastical authority the approval or the disapproval of ministers. If the ecclesiastical authority approve, then the parish may divide. In Conn. the application must be made in first instance to the Bishop, who is the sole judge in the case. Mo. provides that no application is to be made to the Convention. Ark.—no parish in a city is to be created within 500 yards of another parish church.

* Tit. III., Can. V., § II. [2.].

XIX.

Of the Annual Convention and the Election of Lay Delegates.

Election of Lay Delegates.

78. The election of Lay Delegates to represent the Parish may be made by the Vestry or the Congregation. In either case it must be at a meeting duly called.

When elected by the Vestry.

79. If the election be by the Vestry it is to be certified in writing by the Rector of the Parish and the clerk of the Vestry (if there be no Rector by the Warden presiding and the Clerk of the Vestry).*

Certificate of election.

80. The Certificate must declare the time and place of election, and must show upon its face that the appointment has been made in accordance to the requirements of the Canons of the Diocese in the case. If there be no Rector the Certificate shall state the fact.†

Election by the congregation.

81. If the election be by the congregation, the Certificate is to be signed by the Rector and by the Secretary of the meeting, or if there be no Rector, by the officer legally presiding at the meeting. The

* Ark., Penn., Cent. Penn., Louis., Wis., Cal.

† The requirements differ in the several Dioceses. For a general form, see App. H.

other requirements are the same as in the election by the Vestry.

82. Let the following particulars be carefully noted:—

Points to be specially noted.

1. The time for the election, according to the Canon of the Diocese, whether at the Annual Parish meeting[1] or at a meeting specially called.

2. What requisites in a lay delegate are prescribed by the Diocesan Canon; if it is required to be "a stated worshipper," and for how long, "six[2]" or "twelve[3] months"; or "to be a communicant and able to vote for Wardens and Vestrymen[4]"; or "to be without ecclesiastical censure[5]"; or sufficient "to produce a written testimonial of election[6]"; or to make a declaration of "a belief in the Christian religion,[7]" &c.

3. If in event of failure to elect lay delegates the Rector has power to appoint.

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[1] Mass., Miss., New Hamp.; [2] Cent. Penn.; [3] N. York; [4] W. N. York; [5] Ohio.; [6] S. Car.; [7] Md.

XX.

Of the Organization of a Mission.

Object of Mission

83. The necessity for some kind of organization in sparsely settled districts, where there is not the material for the formation of a Parish, has led, in many of the Dioceses, to the adoption of "Missions," which are intended to prevent premature attempts at Parochial organization, and to afford the Missionary help in the prosecution of his work.

How organized.

84. Any resident of a town or village may make application to the Bishop to organize a Mission,* stipulating to pay to the Board of Missions of the Diocese a fixed sum yearly for the support of a Missionary. The officers of the Mission consist of the Missionary recommended by the Bishop, a Warden, a Treasurer, and a Clerk, who may be appointed by the Missionary in charge, or after consultation, by the Bishop.

Duty of the Warden.

85. It is the duty of the Warden to arrange, in the absence of the Missionary, for Divine Service by procuring a place for public worship, and by keeping it in good repair.

Duty of the Treasurer and Clerk.

86. The Treasurer and Clerk fulfil the same functions as in a regular Vestry. The Missionary

* For form see App. II.

in charge, appoints the Organist, Choir leader, Sunday School Superintendent, etc. Missions duly organized are to report to the Bishop at the annual Convention, through their missionary, or if there be none, through the Warden and Clerk.

87. The title to real estate given to, or purchased by the Mission, is to be vested in the Bishop of the Diocese, or in some Diocesan corporation entitled to hold property for such purposes; to be held until such time as the Mission may become entitled to apply for admission as a Parish.

Title to property.

XXI.

Of the Consecration of a Church.

88. The power to consecrate places set apart for Divine Worship is inherent in the Episcopal office. When the time for Consecration draws near, notice is to be given to the Bishop; and the Vestry, at a meeting duly called, are to prepare an Instrument* of Donation, which is to be signed by the Rector, Wardens and Clerk of the Vestry, and

Consecration of a Church.

* The instrument is to be procured on application from the Bishop.

the seal of the Corporation is to be attached thereto.

89. The Rubric prescribes that the Warden and Vestrymen shall receive the Bishop at the door of the Church. It is proper that the Instruments of Consecration be framed, or otherwise preserved, and held in safe keeping.

90. The Church, by Consecration, becomes forevermore God's gift, and it is not lawful for any Vestry, Trustee, or other body authorized to hold Church property, to encumber or alienate the consecrated Church or Chapel, or the ground belonging thereto, without the consent of the Bishop and Standing Committee; nor may any consecrated Church or Chapel be removed, taken down or otherwise disposed of for "any unhallowed, worldly or common use," without the previous consent of the Bishop and Standing Committee.*

No person is to be allowed to officiate in any Church or Chapel who is not a regularly ordained Minister.

* Tit. I., Can. 24, § II.

XXII.

Of Lay Readers.

A license necessary.

91. Any lay Communicant may officiate as a Lay Reader upon receiving a written license from the Bishop of the Diocese, or in a case of the Episcopate being vacant, from the Standing Committee.*

What parts of the service a Lay Reader may take.

92. Lay Readers may not use the Absolution nor the Benediction, nor any of the occasional offices in the Book of Common Prayer, with the exception of the services for the Burial of the Dead and the Visitation of the Sick (Omitting the Absolutions and Benedictions).

No Lay Reader may deliver sermons of his own composition, nor may he assume the proper habit of a Clergyman.

License may be revoked.

93. His license is revocable at the pleasure of the Ecclesiastical Authority.†

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* Tit. I., Can. 9, § I.

† Candidates for Holy Orders are subject to the same rule: they must get a license from the Bishop before exercising the functions of a Lay Reader. With the consent of his own Bishop a candidate for orders may procure a license from another Bishop. Tit. I., Can. 3, § IV.

XXIII.

Canonical Obligations of Priests and Deacons.

94. *It is the canonical obligation of all Priests*—

(1.) To use the Offices provided in the Book of Common Prayer before all Sermons and Lectures.

To use the Book of Common Prayers.

As the Book of Common Prayer is the book of offices for the faithful (*fideles*), this Canon cannot be held to be of obligation in purely missionary fields where there are no baptized persons. Tit. I., Can. 22.

To allow only proper persons to officiate.

(2.) To obtain satisfactory evidence, before permitting any person to officiate within his cure, that he is a Minister in good standing and has been regularly ordained. Tit. I., Can. 13.

This Canon does not apply to persons duly licensed as Lay Readers.

To procure letters Dimissory.

(3.) To procure letters Dimissory, on removing from one Diocese or Missionary Jurisdiction to another, if about to remain for the space of six months. Tit. I., Can. 14, § VII.

Residence dates from the acceptance of the letters of transfer: if not presented within three months the letters may be can-

celled, and they become void, unless presented within six months. Tit. I., Can. 14, § IV: 17, § I.

To report to the Annual Convention.

(4.) To report annually to the Bishop of the Diocese, on or before the first day of the Annual Convention, a record of all services performed; and if he have performed no such services, the causes which have prevented the same. Tit. I., Can. 17, § I.

When a clergyman has been absent from the diocese to which he belongs for a period of five years without making an annual report, he is liable to be suspended, if he cannot give a satisfactory explanation, or if he refuse to make explanation when required by the Bishop.

(5.) To keep a register of all the families and adult persons in his cure, and to keep a list of Communicants, and of all Baptisms, Confirmations, Marriages, Funerals, and Contributions. Tit. I., Can. 14, § V.

(6.) To give instruction to young persons and others by stated Catechetical lectures on the doctrines, Constitution and Liturgy of the Church, if in charge of a parish. Tit. I., Can. 21.

(7.) To give due notice of Episcopal Visitation (one month beforehand), and in presenting persons,

to be confirmed, to furnish a list of their names to the Bishop. Tit. I., Can. 14, § V. [1].

(8.) To obtain permission before officiating within the limits of another Cure. Tit. I., Can. 14, § VI.

(9.) To obtain a certificate of "regular standing" before officiating as Rector, stated Minister, or Assistant Minister in the Diocese to which he may remove. Tit. I., Can. 14, § II.

95. *It is the canonical obligation of Deacons*—

(1.) To officiate in such places as the Bishop (or Standing Committee) may direct, and to be subject to the regulation of the Bishop. Tit. I., Can. 7, § I.

(2.) To obtain the consent of the Rector before officiating in any Parish; and when officiating, to be entirely subject to the Rector. Tit. I., Can. 7, § II. [2].

(3.) To pass the three examinations prescribed for Priests' orders before taking charge of a Parish or being transferred to another Diocese, or the accepting of a Chaplaincy in the United States army or navy. Tit. I., Can. 7, § II. [1.].

A Deacon may not preach without a special license from the Bishop. He may, in the absence of the Priest of the Parish,

baptize infants, and give instruction in the Catechism.

XXIV.

Of Candidates for Holy Orders.

I.

The Postulant for admission to Candidateship—

96. Is in the first instance to seek the advice of his Rector or Pastor, and if he counsel him to persevere he is to procure a letter to that effect, which is to be presented personally (if possible) to the Bishop of the Diocese (or if there be no Bishop to the President of the Standing Committee) with a declaration of his desire (in writing) to be received as a Postulant for Candidateship. Tit. I., Can. 2. § II. [2] [6.]

The Postulant's first step is to consult Pastor and make declaration to Bishop.

In the notice to the Bishop he must state (1) whether he has ever applied to be admitted elsewhere; (2) whether he is prepared at once to apply for recommendation to be admitted a Candidate; (3) if not so prepared where he proposes to prosecute his preparatory studies and if he needs aid; and (4) the time and place of his Baptism,

Confirmation, and first Communion. This notice is to be given to the Bishop of the Diocese in which the applicant is resident and can be received by none other.* Tit. I., Can. 2, § II. [3] [4].

Postulant's second step is to make application to S. C. for recommendation.

97. After notification made to the Bishop, the Postulant for admission to Candidateship must make application to the Standing Committee for a recommendation to the Bishop for admission as a Candidate. This application must be accompanied with a certificate from the Bishop that he has been notified of the intention to apply, and that he approves of the same, and that the preliminary requirements have been complied with.† Tit. I., Can. 2. § III. [1].

Testimonials to be presented to the Standing Committee.

98. Unless personally well known to the members of the Standing Committee, the Postulant must also present to the Committee a Testimonial based on the personal knowledge of the Rector and a majority of the Vestry of the Parish to which the Postulant belongs,* or a Testimonial signed by

* For the various forms needed under this Canon, see App. J.

† The signatures of this Testimonial must be attached at a meeting of the Vestry duly convened, and this fact must be explicitly stated on the face of the Testimonial.

at least one Presbyter and four respectable Lay Communicants. Tit. I., Can. 2, § III. [2] [3].

Special testimonials from Ministers of other Denominations.

99. But if the Postulant has been an ordained Minister or Licentiate in any Christian Denomination he must present to the Bishop an application to be admitted as a Candidate, stating (1) whether he has applied to be admitted in any other Diocese; and (2) the reasons for his desire; and (3) he must furnish evidence of his standing in the Denomination to which he belongs: with this application he must present a written Certificate from at least two Presbyters of this Church, touching his character and his motive for change; and if such ordained Minister be not a citizen of the United States, he must also present to the Bishop satisfactory evidence of at least one year's residence in the United States. Tit. I., Can. 2, § VII. [2] [3].

Testimonials for Standing Committee.

If on receipt of such notice the Bishop thinks proper to proceed, the Postulant may apply to the Standing Committee for recommendation, and must present (with the Certificate of the Bishop) a Testimonial from at least twelve members of the Prot-

estant Episcopal Church, or twelve members of the denomination from which he came, or twelve persons in part of the one and in part of the other, stating that the applicant has, for three years last past, lived piously, soberly and honestly. And also a Testimonial from at least two Presbyters of this Church, certifying that they believe him to be pious, sober and honest, and sincerely attached to the doctrine, discipline and worship of this Church, and that in their opinion he possesses such qualifications as fit him for usefulness in the Church. Tit. 2, Can. I., § VII. [4].

Postulant's third step is to make declaration of Intention.

100. The Postulant having been recommended by the Standing Committee must then declare to the Bishop whether he intends to become a Candidate for Deacons' orders *only*, or for Priests' orders also. Tit. I., Can. 2, § IV. [1].

Certificate of qualifications for a Deacon only.

(1.) If for the Diaconate only, the Postulant must present to the Bishop at the time of his declaration Certificates from two or more learned Presbyters that on their personal knowledge of him and after actual examination they deem him to possess such personal qualifications, and to have attained

such proficiency in the English language* and learning, and in particular in the art of reading aloud, and such general acquaintance with the Holy Scriptures and the Book of Common Prayer, as to justify the expectation of usefulness in the office of Deacon. Tit. I., Can. 2, § V. [1].

Certificates of qualifications for Priests' Orders.

(2.) If the Postulant desires to be a Candidate for Priests' Orders, he must lay before the Bishop a Diploma or other satisfactory evidence that he is a graduate of some University or College, or else a Certificate from the Examiners of Candidates for Priesthood (or in the case of emergency from any two Presbyters appointed by the Bishop), that he has passed a satisfactory examination in the English language and Literature, and in the first principles of Logic, Rhetoric, Mental and Moral Philosophy, Physics, and History and in the Latin and Greek languages. Tit. I., Can. 2., § IV. [2].

(3.) If the Postulant for Priest's Orders is desirous of having the knowledge of the Latin, Greek, and Hebrew languages dis-

* This may be dispensed with in case of a postulant proposing to minister in a foreign language.

pensed with, he must make his wish known to the Bishop, and if the Bishop encourage him to proceed he must present to the Standing Committee "a testimonial signed by at least two Presbyters of this Church, that in their opinion he possesses extraordinary strength of natural understanding, a peculiar aptitude to teach and a large share of prudence." Then the Bishop with the consent of two-thirds of the Standing Committee, may grant the Dispensation and give to the applicant a Certificate of dispensation to the Examining Chaplains; but, in regard to Hebrew, the Bishop alone has the discretion of Dispensation. Tit. I., Can. 2, § VI.

Candidates to report every three months.

101. Every Candidate is to report himself to the Bishop personally or by letter, once at least in every three months, giving account of his manner of life and progress in theological studies. Tit. I., Can. 3, § V.

Date of Candidateship.

102. A Candidate's admission dates from the acceptance and record of his name by the Bishop, after the recommendation of the Standing Committee "in a book to be kept for that purpose"; the Bishop will

notify the Candidate of the fact and date of such record. Tit. I., Can. 2, § V. [2].

II.

The Candidate for ordination to the diaconate—

Preliminary requisites for Deacons' Orders.

103. Must be at least twenty-one years of age on the day of ordination, (Tit. I., Can. 6, § VII.): if a Candidate for Deacons' Orders only, he must have been a Candidate for at least one year; if a Candidate for Priests' Orders he must have been for three years a Candidate (Tit. I., Can. 6, § I., III.), unless the Bishop, with the consent of the Standing Committee should deem it expedient to reduce the former (the Candidate for Deacons' Orders only) to a period of six months and not less; or unless for urgent reasons, with the consent of three-fourths of the Standing Committee, he admit the latter (the Candidate for Priests' Orders) to the Diaconate while prosecuting his Theological Studies, after the expiration of one year from his admission. Tit. I., Can. 6, § I., III.

If from another denomination.

Or unless the applicant has been a candidate for the Ministry of any other Denomination, and has been received a Candidate for Priests' Orders "in this Church" in which case the period of former

Theological Studies of former Candidateship shall be allowed, but not to exceed two years. Tit. I., Can. 8, § I.

If a minister of another denomination

Or unless he has been a Minister in the same, in which case the period is left undetermined (Tit. I., Can. 6, § V.), or unless having been such a Minister, and not being a citizen of the United States, he seeks orders on the ground of a call to a Church" using a "foreign language" in which case no period of Candidateship is specified. Tit. I., Can. 2, § VII. [7].

If not a citizen of the United States.

Testimonials required for Deacons' Orders.

(1.) He is to make application to the Standing Committee to be received for Deacons' Orders, and with his application is to present a Testimonial (based on personal knowledge) "from at least one respectable Presbyter of the Protestant Episcopal Church in the United States" according to the form in Tit. I., Can. 6, § IV. [4].

First: Testimonial of one Presbyter.

Second: Testimonial from Minister and Vestry of Parish.

(2.) He must present to the Standing Committee a Testimonial "from the minister and Vestry of the Parish where he resides, or from the Vestry alone if the Parish be vacant, (a certificate to this effect should be sent in with the application,) according to the form prescribed in Tit. I., Can. 6, § IV. [2].

"Or if there be no Vestry, from at least

twelve respectable persons of the Protestant Episcopal Church, in the same prescribed form."

Testimonial for the Bishop.

Or if for reasons not affecting the Candidate's pious or moral character such Testimonial cannot be procured, a Testimonial (in the same prescribed form) "from at least twelve respectable members of the Protestant Episcopal Church, and from at least one respectable Presbyter of said Church, who has been personally acquainted with the candidate for at least one year, will suffice." Tit. I., Can. 6, § IV. [3].

Third: Testimonial of S.C. for Bishop.

(3.) He must obtain from the Committee their Testimonial in the canonical form prescribed. Tit. I., Can. 6, § IV. [1].

If he be a minister in any other Denomination and also not a citizen of the United States, he must present to the Bishop satisfactory evidence of at least one year's residence in the United States previous to his application (Tit. I., Can. 2, § VII. 6), except when called to minister to a Church in a foreign language. Tit. I., Can. 2, § VII. [7].

(4.) He must be prepared for examination on

Examination for Deacons' Orders.

the extent of his acquaintance with the Holy Scriptures of the Old and New Testament, the Book of Common Prayer, and the Book of Articles. Tit. I., Can. 4, § III. [1.]

Additional Examination for Deacons' Orders.

A Candidate for Deacons' Orders *only* shall in addition to the above be examined as to his sufficiency for the edifying performance of the Services of the Church, and for the ministration of the office of a Deacon, in all its parts and functions. Tit. I., Can. 4, § III. [2].

If he be a Candidate for Priests' Orders "the satisfactory passage of the examinations required for Priests' Orders" will suffice; or the satisfactory passage of the first examination for Priests' Orders alone will be deemed sufficient for Deacons' Orders: *Provided*, that in any case before ordination he be examined by the Bishop and at least two Presbyters, on his familiarity with the Book of Common Prayer in all its parts and adjuncts, and the text of the Book of Articles. Tit. I., Can. 4, § VII. [3].

(5.) He must, if a candidate for Deacons' Orders only, in addition to these Testimonials to be laid

before the Standing Committee, present to the Bishop, before the examination preceding ordination, a Testimonial from at least one Rector of a Parish, signifying the belief that he is well qualified to minister in the office of a Deacon to the Glory of God and the edification of the Church. Tit. I., Can. 6, § II.

Exceptional testimonials in the case of a candidate for Deacons' Orders only.

III.

The Candidate for Ordination to the Priesthood—

104. Must be at least twenty-four years of age on the proposed day of Ordination. Tit. I., Can. 8, § VIII.

Preliminary requisites.

(1.) He must be a candidate for Priest's orders: if already admitted a candidate for Deacon's orders *only*, he must obtain from the Bishop admission as candidate for Priest's orders, and have his name entered in the proper record. Tit. I., Can. 2, § V. [3].

Must, if not already, be candidate for Priests' Orders.

(2.) He must have been a candidate for three years, and in Deacon's orders for a whole year, unless the time shall have been shortened by the advice and consent of three-fourths of the Standing Committee at a meeting duly convened. Tit. I., Can. 8, § II.

Period of probation.

What constitutes a Title.

(3.) He must produce to the Bishop a satisfactory Certificate from some Church or Parish that he has a Title (Tit. 1. Can. 8. § III.), unless he be a Missionary, under the Ecclesiastical Authority of the Diocese to which he belongs, or in the employment of some Missionary Society recognized by the General Convention; or unless he be engaged as a Professor, Tutor, or Instructor of youth in some College, Academy, or other Seminary of learning, duly incorporated; or as a Chaplain in the army or navy of the United States. Tit. I, Can. 8, § VII.

Three Examinations to be passed for Priests' Orders.

(4.) He must either have passed or be prepared to pass three different examinations at such times and places as the Examining Chaplains shall appoint: also, another examination before the Bishop and two Presbyters, unless the Bishop shall have been present at the aforesaid examinations. Tit. I., Can. 4, § IV.

First Examination.

The *first examination* shall be on Holy Scripture, with translations from the original Greek and Hebrew, and explanation of such passsages as may be proposed, and an account of the different Books; but in event of the Candidate having a dispensation from Latin, Greek and Hebrew, the first

examination shall extend only to the knowledge of the English Bible, with such other matters as may be found in the introductions to the Holy Scriptures.

Second Examination.

The *second examination* shall be on the Evidences of Christianity, Christian Ethics and Systematic Divinity.

Third Examination.

The *third examination* shall be on Church History, Ecclesiastical Polity, the Book of Common Prayer—its history and contents, the Constitution and Canons of the American Church and the Canons of the Diocese to which the candidate belongs. Tit. I., Can. 4, § V.

Examination part oral and part written.

The Examinations shall be conducted in part orally and in part by themes or questions proposed in writing, to which written answers must be made, except for extraordinary reasons. The Examinations may not be accumulated into one, but shall each be assigned as the business of a particular day: and no examination of a Theological School shall take the place of the Canonical Examination: nor shall any Certificate of Graduation or Diploma be held to be sufficient ground for dispensing with the Dio-

No seminary examination to take the place of canonical.

Denominational ministers to be examined on the distinctive teachings of the Church.

cesan examination of a Candidate. If the candidate be one who has been an ordained or licensed Minister in any other denomination of Christians, and be not yet admitted to Deacon's orders, he is, on his first Examination, to be also examined on the points of difference between the Denomination from which he comes and the teaching of the Church. Tit. I., Can. 4, § IV.

Three sermons required at each examination.

Three sermons are to be submitted at each Examination, two on subjects selected by the candidate himself; one on a text assigned by the Bishop, to be read at the time of Examination. At either or all of the Examinations, the examining Chaplains may, and at some one of them shall, require of the Candidate to give proof of his ability to conduct the services of the Church, and to deliver sermons with propriety and effectiveness. Tit. I., Can. 4, § IV. [5] [6].

Examination to be passed within three and five years.

(5.) He must apply for his *first* and *second* Examinations within three years, and for his *third* within five years from the time of admission, or assign to the Bishop satisfactory reasons for not doing so. For failure to comply with this rule the Bishop

may strike off the name of the offender from his list of Candidates. Tit. I. Can. 4, § X.

First Testimonial for Priests' Orders.

(6.) He must, with his application to the Standing Committee, present a Testimonial (based on personal knowledge) from at least one respectable Presbyter of the Protestant Episcopal Church in the United States, in the form provided in Tit. I., Can 8, § IV. [4].

Candidates from other denominations.

Candidates for the Priesthood who have been ordained Ministers or Licentiates in some other denomination of Christians, shall not be required to have Testimonials covering more time than has elapsed since their admission to Candidateship. Tit. I., Can. 6, § V.

A candidate for Priests' orders, ordained Deacon within three years preceding the time of his application for recommendation for ordination to the priesthood, shall only be required to have Testimonials extending back to the time of his ordination: *Provided*, nothing shall have in the meanwhile occurred that tends to invalidate the force of the evidence on which the candidate was ordained Deacon. Tit. I., Can. 8, § VI.

Second Testimonial for Priests' Orders.

(7.) He must lay before the Standing Committee a Testimonial from the Minister and Vestry where he resides; or if the parish be vacant, or if the applicant be the Minister of the parish, from the Churchwardens and Vestrymen alone, in the form proscribed in Tit. I., Can. 8, § IV. [2]; also evidence to the fact and date of his admission as a candidate for Priest's orders and of his ordination as a Deacon.

Substitute for Parochial Testimonial.

(8.) If there be no Vestry; or if the testimonial cannot be procured from the Minister and Vestry, or from the Vestry alone, for reasons not affecting the candidate's "pious or moral character; he may substitute for it a Testimonial (in the same form provided)" from at least twelve respectable members of the Protestant Episcopal Church and from at least one respectable Presbyter of said Church, who has been personally acquainted with the Candidate for at least one year. Tit. 1. Can. 8, § IV. [3].

(9.) He must obtain from the Committee their Testimonial as prescribed in Tit. I., Can. 8, § IV. [5].

XXV.

OF STANDING COMMITTEES.

105. The Standing Committee act as a Council of Advice to the Bishop, and are subject to his call: in event of a vacancy in the Episcopate, they are the Ecclesiastical Authority for the time being, except in things appertaining exclusively to the Episcopal office, viz., Ordination or the pronouncing of judicial sentences. Tit. III., Can. 2, § I. II.

The S. C., a Council of Advice, and in event of a vacancy the Ecc. Authority of the Diocese.

The Standing Committee is to be chosen at the Annual Convention of the Diocese; they have power to elect a President and Secretary from their own body; they can adjourn from time to time, and the President of his own motion may call special meetings. Tit. III., Can. 2, § I.

As a Council of Advice the Standing Committee can meet of their own accord, and agreeably to their own rules, when they think it needful to advise the Bishop in any matter. Tit. III., Can. 2, § II.

I. Acting in the capacity of a Council of Advice to the Bishop, the General Canons prescribe:—

Duties of S. C. as a Council of Advice.

That no person shall be admitted as a Candidate for Orders or Ordained without the consent of the S. C. Tit. I., Can. 2.

That the S. C. with the Bishop report the state of the Church in the Diocese to the general Convention. Tit. I., Can. 17, § V.

That no consecrated Church or Chapel be encumbered or alienated without the consent of the S. C Tit. I., Can. 24, § II., III.

That the S. C. with the Bishop determine the boundaries and limits of Parishes, and consent to the division of the same. Tit. I, Can. 14, § VI. (2); Tit. III., Can. 5, § III. [9].

That in event of an abandonment of the Ministry, the S. C. certify the same to the Bishop. Tit. II., Can. 6, § I.

That in event of a deposed Minister who has *voluntarily renounced* his Ministry seeking to be restored, the S. C. investigate and give consent. Tit. II., Can. 6, § II.

That the S. C. give unanimous consent to the remission or termination of a sentence of deposition or degradation. Tit. II., Can. 11, § II.

That the S. C. give their consent to trial, when a Bishop has reason to believe that a Minister,

who has given notice of renunciation of the ministry, is liable to presentment. Tit. I., Can. 5, § IV.

That the *Clerical members* of the S. C. advise and give their consent to suspension in event of a minister absenting himself from his Diocese for the space of five years. Tit. II., Can. 7.

S. C. acting as Ecc. Authority of the Diocese.

II. In event of a vacancy in the Episcopate, it is prescribed that the President of the S. C. shall transmit the certificate of the election of a Rector to the Secretary of the Convention. Tit. I., Can. 14, § I. [2].

Duties of the President.

That if the Rector-elect be a Presbyter, the President of the S. C. may proceed to have him instituted. Tit. I., Can. 14, § I. [3.]

That in the case of the dissolution of the Pastoral relation, the President of the S. C. shall perform all the duties allotted to the Bishop, except forbidding the exercise of Ministerial Functions. Tit. II., Can. 4, § III. IV.

Duties of the Clerical members.

That the *Clerical members* of the S. C. shall have the supervision and direction of Candidates for Holy Orders. Tit. I., Can. 3, § I. [1].

That the *Clerical members* of the S. C. shall have the direction of Deacons. Tit. I., Can. 7, § I.

That a Minister committing offences shall be

amenable to the *Clerical Members* of the S. C. Tit. I., Can. 1, § I.

That the *Clerical Members* of the S. C. shall institute inquiry into the case of a minister neglecting the duties of public worship. Tit. II., Can. 2, § II.

III. The consent of the Standing Committee has to be obtained in the admission of Candidates for Holy Orders, and to the ordinations of Deacons and Priests.

Recommendation of candidates for Holy Orders.

I. In the case of a person applying to be admitted as *Candidate for Holy Orders* the Standing Committee are required to give a certificate of recommendation to the Bishop (signed by a majority of all the Committee, at a meeting duly convened, and with the signatures of all consenting), according to Tit. I., Can. 2, § III. [6].

1. In granting this certificate the S. C. are to have laid before them :—

Application of Candidate.

(1.) The application of the Candidate for recommendation. Tit. I., Can. 2, § III. [1].

Testimonial of Rector and Vestry when applicant not personally known.

(2.) Testimonials (in case the Candidate is not personally known to a majority of the members) from the Rector and a majority of the Vestry of the Parish to

which the Candidate belongs, signed at a meeting *duly called;* or a testimonial signed by at least one Presbyter, and four lay Communicants of the Church (of the propriety of which as a substitute for the former, the S. C. must judge). Tit. I., Can. 2, § III. [3], [4].

Additional Testimonial required when Latin and Greek are dispensed with.

2. If the Candidate wishes a dispensation from Latin, and Greek,* and other branches of learning not strictly Ecclesiastical, the S. C. must have before them *in addition* to the testimonial given above, a testimonial from at least two Presbyters, certifying (1), that the candidate "possesses extraordinary strength of natural understanding," (2), has "a peculiar aptitude to teach," and (3), has "a large share of prudence." If so convinced they are to recommend the Candidate to the Bishop for dispensation, "by a two-thirds vote of all the members." Tit. I., Can. 2, § VI. [2], [3].

The Testimonials required in the case of a Minister without Episcopal ordination.

3. If the Candidate be the Minister of another denomination the S. C. must have before them (Tit. I., Can. 2, § VII.) :—

(1.) The *Authorization of the Bishop* allowing him to proceed.

* A dispensation from Hebrew can be granted only by the Bishop.

(2.) The *Application of the Candidate* for recommendation.

(3.) The *Testimonials* of *twelve* persons to a sober, pious and honest life for three years last past.

(4.) The *Testimonials* of at least *two* Presbyters.

Certificate to be granted.

4. If the Committee are satisfied they are to grant the certificate asked for in accordance with Tit. I., Can. 2, § III. [6].

Recommendation for Deacon's Orders.

II. In the case of a Candidate making application to be admitted to *Deacon's Orders*, the Standing Committee are to give a Certificate of Recommendation to the Bishop (signed by a majority of all the Committee, at a Meeting duly convened, and with the signatures of all consenting), according to Tit. I., Can. 6, § VII.

Canonical requirements of the candidate.

The Candidate for Deacon's Orders must be *twenty-one* years of age before recommendation. Tit. I., Can. 6, § I.

If a Candidate for Deacon's Orders *only*, he cannot be recommended in less than *six months* from the date of admission. (Tit. I., Can. 6, § I.) If a Candidate for Priest's Orders, he shall not be recommended in less than *one year* from the date of admission, and that only for urgent reasons, and

by the consent of three-fourths of all the members. Tit. I., Can. 6, § III.

Before granting the required certificate of recommendation the S. C. are to have before them :—

Recommendation for Deacons' Orders. Testimonial of Minister and Vestry.

(1.) The *Application of the Candidate.*

(2.) *Also a Testimonial of the Minister and Vestry* of the Congregation of which the Candidate is a member ; or if there be no Minister, of the Wardens and Vestrymen; or, if there be no organized Parish, from at least *twelve* respectable members of the Protestant Episcopal Church. (Tit. I., Can. 6, § IV. [2]) : or, if for reasons not affecting his pious or moral character, the Candidate cannot procure the above, the S.C. may accept Testimonials from at least *twelve* respectable members of the Protestant Episcopal Church. Tit. I., Can. 6, § IV. [3].

Testimonial of Presbyter.

(3.) Also a testimonial from at least one respectable Presbyter, of the Protestant Episcopal Church. Tit. I., Can. 6, § IV. [4].

Testimonial of Minister without Episcopal Ordination.

2. If the Applicant be an ordained Minister or Licentiate of another denomination, there is no fixed period of Candidateship, and the testimonial

is to cover only the time since the admission of the person to Candidateship. Tit. I., Can. 6, § V.

Applicant from another Diocese must have recommendation.

3. If the Applicant belong to a Diocese whose Episcopate is vacant, he may apply to the Bishop of another Diocese for Ordination, provided he has resided in such other Diocese at least one year; in such event the S. C. of the Diocese in which the Candidate seeks Ordination, is required to give a Certificate of Recommendation as well as the S. C. to which the Candidate belongs. Tit. I., Can. 5, § II.

Recommendation for Priests' Orders.

III. In the case of a Deacon applying for *Priest's Orders*, the Standing Committee are to give a Certificate of Recommendation to the Bishop, signed (1) by a Majority of all the Committee, and (2) by all the persons consenting, (3) at a Meeting duly convened. Tit. I., Can. 8, § IV. (5).

Canonical requirements of Candidate.

The Candidate for Priests' Orders must be *twenty-four* years of age (Tit. I., Can. 8, § VII.); and must have been a Candidate for Orders for three years, and in Deacon's Orders for one year, unless three-fourths of all the members of the Committee, at a meeting duly convened, vote to shorten the time. Tit. I., Can. 8, § II.

1. Before granting the required "Certificate of Recommendation" the S. C. are to have before them:

Testimonials for Recommendation for Priests' Orders.

(1) *The Application of the Candidate.*

(2). Also a *Testimonial from the Minister and Vestry* of the Parish where the Candidate resides; *or*, from the Wardens and Vestrymen, if the Parish be vacant, or if the Applicant be himself the Minister; *or*, in peculiar circumstances, not affecting his moral character, or if there be no Vestry, then from at least *twelve* respectable members of the Protestant Episcopal Church. Tit. I., Can. 8, § IV., [2] [3].

Testimonial of Minister and Vestry.

(3). Also, a *Testimonial* from at least *one* Presbyter. Tit. I., Can. 8, § IV. [4].

Testimonial of Presbyter.

2. If the Applicant be an ordained Minister or Licentiate of another denomination, the Testimonial is to cover only the time since the admission to Candidateship. Tit. I., Can. 8, § V.

Testimonial of Minister without Episcopal Ordination.

3. A Candidate ordained Deacon within the three years preceding the time of his application for Priest's Orders, is required to have Testimonials extending back up to the time of his Ordination. Tit. I., Can. 8, § VI.

Testimonial when admitted within three years to Priests' Orders.

XXVI.

OF EXAMINING CHAPLAINS.

Two or more Exam. Chaplains in every Diocese.

Each Diocese is to have *two* or *more* Examining Chaplains : they are to be appointed by the Bishop, and to hold their office at his discretion. Tit. I., Can. 4, § I.

The duties of the Examining Chaplain may, upon an emergency, be performed by other Presbyters temporarily appointed by the Bishop (Tit. I., Can. 2, § IV. [3]). except the Examination for Deacon's Orders *only*, which must always be conducted by the Examining Chaplains, the Bishop being present or not, at his discretion. Tit. I., Can. 4, § II. [4].

Preliminary Examination of Candidate without a Degree.

1. The prescribed Examinations are :—

The *preliminary* Examination (when the Candidate has no degree in Arts), on the admission of a Postulant or Candidate, embracing (Tit. I., Can. 4, § II. [1]).—

(1.) English Language and Literature;

(2.) First Principles of Logic,

„ „ „ Rhetoric,

„ „ „ Mental and Moral Philosophy,

First Principles of Physics,
" " " History;

(3.) First Principles of Latin and Greek Languages.

2. The *provisional* Examination for Deacon's Orders only, embracing (Tit. I., Can. 4, § III. [1])—

Provisional Examination for Deacons' Orders only.

(1.) Holy Scriptures of Old and New Testaments in every part;

(2.) Book of Common Prayer, in all its parts and adjuncts;

(3.) Book of Articles;

(4.) Service of the Church and the duties of the Deacon.

If the Candidate has been a Minister or Licentiate in another denomination, he is to be examined *in addition*, upon the points of difference involved. Tit. I., Can. 4, § III.

3. The *three examinations* for Full Orders, (Tit. I., Can. 4, § V. [1]:—

Three Examinations for Priests' Orders. First examination.

The first embracing:—

(1.) The Books of Scripture, with

a. An account of the different Books,

b. Translation from the Original Greek and Hebrew,

c. Exegesis of particular Passages;

(2.) Three Sermons, one of which shall be read; the others submitted;

(3.) Delivery of Sermon and performance of Divine Service.

If the Candidate be a Minister or Licentiate without Episcopal Ordination, he is to be examined *in addition* upon the points of difference involved. Tit. I., Can. 4, § IV. [7].

This Examination, together with the Examination on the Prayer Book and Articles prescribed for Deacons as above, shall suffice for Candidates for Priest's Orders, ordained Deacon under Tit. I., Can. 6, § III.

Second examination.

The second embracing—

(1.) Evidences of Christianity;

(2.) Christian Ethics;

(3.) Systematic Divinity;

(4.) Three Sermons (one of which shall be read; the others submitted).

Third examination.

The third embracing—

(1.) Church History;
(2.) Ecclesiastical Polity;
(3.) Book of Common Prayer—its history and contents;
(4.) General and Diocesan Constitution and Canons;
(5.) Three Sermons (one of which shall be read, the others submitted).

Canonical Regulations.

These examinations shall be held at such times and places as the Examining Chaplains may appoint,[1] and a report in writing shall be made to the Bishop, certified with the signatures of the Examiners.[2] The Examinations for Priest's Orders shall be in part oral, and in part written;[3] and they shall not (except for extraordinary reasons) be accumulated into one, but shall each be made the business of a separate day;[4] nor shall any Diploma or Evidence of Examination in any Literary or Theological school be substituted for *any part* of the Diocesan Examination of a Candidate.[5] Violation of any of the provisions of the Canon on Examinations, disqualifies the Candidate for Or-

[1] Tit. I., Can. 4, § IV. [1]. [2] Tit. I., Can. 4, § II. [2]; VIII.
[3] Tit. I., Can. 4, § IV. [3], [4]. [4] Tit. I., Can. 4, § IV. [2].
[5] Tit. I., Can. 4, § IV. [8].

dination, and subjects any other party concerned to Canonical procedure and censure.[6]

Presenter liable to penalty.

The *Presenter*, to avoid all danger of incurring the penalty attached to violation of this Canon, should be present at all examinations, as provided by Tit. I., Can. 4, § VI. [2].

XXVII.

OF BISHOPS.

Bishop to hold a Visitation every three years.

1. It is required of every Bishop to visit the Churches within his Diocese every *three* years (at least once). Visitation includes (Tit. I., Can. 15, § XI. [1])—

(1.) The Examination into the state of the Church;

(2.) The Inspection of the behaviour of the Clergy;

(3.) The Administration of the rite of Confirmation;

(4.) The Ministration of the Word and the Celebration of the Eucharist.

One month's notice.

At least one month's notice is to be given of the proposed Visitation; and at every Visitation it is

[6] Tit. I., Can. 4, § IV.

made the duty of the Minister and Churchwardens, or Vestry, to give information to the Bishop of the state of the Congregation, under such heads as shall have been committed to them in the Notice given. Tit. I., Can. 14, § IV. [1], [2].

If a Bishop decline for more than three years to make a visitation, the Rector and Vestry may apply to the presiding Bishop for a "Council of Conciliation," according to Tit. I., Can. 15, § XI. [1].

Certificate of election of a Rector to be sent to the Secretary of Convention.

2. If, upon notice of the election of a Rector or Assistant Minister, the Bishop is satisfied that the person chosen is duly qualified, he is to transmit the Certificate of Election to the Secretary of the the Convention, to be recorded. Tit. I., Can. 14, § I. [2].

If the Minister be a Presbyter, the Bishop at the instance of the Vestry, may proceed to have the Rector-elect instituted (Tit. I., Can. 14, § I. [3]). Institution properly conveys spiritual jurisdiction: without it the bond between Rector and Vestry is simply of the nature of a *legal* contract. In some Dioceses, as Minnesota, the office of Institution is made obligatory by Canon.

Institution the conveying of Spiritual jurisdiction

The Bishop must concur in the resignation of a regular instituted Rector.

3. A regularly instituted Minister may not leave his Congregation against their will, without the concurrence of the Bishop of the Diocese. Tit. II., Can. 4, § VI.

An instituted Rector who resigns without the concurrence of the Ecclesiastical Authority, forfeits his seat in Convention, and renders himself ineligible to election by any other Church or Parish until he shall have made such satisfaction as the Bishop may require (Tit. II., Can. 4, § VI.) In event of a Canonical dissolution of the pastoral relationship, the Bishop is to direct the Secretary of the Convention to make a record of the fact. Tit. II., Can. 4, § VII.

Letters Dimissory to be given in event of change of jurisdiction.

4. Every Bishop is to give and to receive letters Dimissory in event of a Minister changing his jurisdiction. Canonical residence dates from the acceptance of the letter of transfer. Tit. I., Can. 14, § VII. [1], [2].

Letters Dimissory should be addressed directly to the Bishop of the Diocese to which the transfer is made: if not presented within three months after date, the Bishop has power to cancel; he must do so if not presented within six months. Tit. I., Can. 14, § VII. [2].

What is required in the case of Foreign Clergymen.

The Letters Dimissory of a Minister ordained in a foreign country are valid for six months. It is required of such persons, also, to produce their Letters of Orders, and to make the subscription required by Art. 7. of the Constitution, before officiating in any Parish; and they may not be regularly settled over any Parish until they shall have been at least one year in the United States. Tit. I., Can. 10, §I.

5. THE ADMISSION OF CANDIDATES FOR HOLY ORDERS.

The admission of a Postulant.

I. *If it be the case of an Applicant to become a Postulant merely:—*

The Bishop is to receive,—

(1.) A *Letter of Approval* from the Applicant's Pastor.

(2.) *Notice of Intention* in due form, according to Tit. I., Can. 2, II. [2].

The *Notice of Intention* must, in every case, be made to the Bishop of the Diocese where the Applicant resides; it is in the power of the Bishop, if he think fit, to grant permission to transfer the application to another Diocese; in the case of a person making a *second* application it should be

accompanied with a *Certificate of Cause.* Tit. I., Can. 2. § II. [3], [4], [5].

The Bishop may at his discretion dispense with the *Letter of Approval.*

The admission of a Candidate for Holy Orders.

II. *If it be the case of a person applying to be admitted at once as a Candidate for Holy Orders :—*

The Bishop is to receive,—

(1.) The *Letter of approval* and *Notice of Intention* as above.

(2.) A *Certificate of Recommendation* from the S. C. Tit. I., Can. 2, § III. [6].

(3.) The Candidates *Signification of Intention.* Tit. I., Can. 2, § IV., [7].

(4.) *Diploma other Evidence of Graduation in Arts.* Tit. I., Can. 2, § IV. [2].

If the Bishop be satisfied, he is to give the Applicant a written *Notice of Admission* and to make a record of the case in his Book of Candidates; if he be not satisfied he may take the advice of the S. C. Tit. I., Can. 2, § IV. [2], [4].

If the Applicant be not a Graduate, the Bishop is to remit him to the Examiners for Examination on Literary Qualifications according to Tit. I., Can. 4, § II. [1].

III. *If it be the case of a Minister of another Denomination applying to be admitted a Candidate for Orders:—*

The admission of a Minister of another denomination.

The Bishop is to receive,—

(1.) The Applicant's *Notice of Desire.* Tit. I., Can. 2, § VII. [2].

(2.) A *Certificate* from at least two Presbyters. Tit. I., Can. 2, § VII. [3].

If the Bishop is satisfied, he is then to send authorization of further proceedings to the S. C. Tit. I., Can. 2, § VII. [4].

If the Applicant be a Candidate for Priest's Orders, the Bishop will proceed as above (II); if for Deacon's Orders only as below (IV). Tit. I., Can. 2, § VII. [5].

Should the Applicant not be a Citizen of the U. S., he is to submit to the Bishop with his Notice of Desire evidence that he has resided at least one year in the U. S. Tit. I., Can. 2, § VII. [6].

If the Applicant has received a call to a Church in which Divine Service is celebrated in a foreign tongue, evidence of residence may be dispensed with, and the usual Testimonials to the S. C. may be dispensed with, if the Bishop and S. C. so

elect; but in lieu of such Testimonials the Applicant must produce to the Bishop a *Certificate of Authenticity and Credibility* which the Bishop shall lay before the S. C. Tit. I., Can. 2. § VII. [7].

The admission for a Candidate for Deacons' Orders only.

IV. *If the Applicant be a Candidate for Deacons' Orders only:—*

The Bishop is to require,—

(1.) The Applicant to become a *Postulant.*

(2.) *Notice of Intention.*

(3.) *Certificates* from two or more learned Presbyters.

(4.) *Recommendation* of Standing Committee.

The Bishop on receipt of Certificates and Recommendation is to record the name of the Applicant, and the name of the Presbyter certifying, in the Book of Candidates, and give the Applicant a *written* Notice of Admission. Tit. I., Can. 2. § V. [1], [2].

The admission of a Candidate for Deacons' Orders only to be a Candidate for Priests' Orders.

V. *If a Candidate for Deacon's Orders only desires to become a Candidate for Priest's Orders:—*

The Bishop is to receive;—

(1.) The Candidates *Notice of Intention.*

(2.) A *Diploma*, or *Evidence of Graduation in Arts;* or, if the Applicant be

not a Graduate, the *Certificate* of the Examining Chaplains that he has passed the *Examination in Literary Qualifications* required for Priest's Orders.

If satisfied, the Bishop is to give the Applicant a written *Notice of Admission* and to make an entry of the same in the proper record. Tit. I., Can. 2, § V. [3].

6. ADMISSION TO DEACON'S OR PRIEST'S ORDERS.

Admission to Full Orders.

I. *If it be the case in a Candidate for Deacon's Orders only applying for Deacon's Orders:*—

The Bishop is to receive,—

(1.) Assurance that the Applicant is *twenty-one* years of age. Tit. I., Can. 6, § VII.

(2.) The *Testimonial*, before Examination, of a Parish Rector. Tit. I., Can. 6, § II.

(3.) The *Recommendation* of the Standing Committee. Tit. I., Can. 6, § IV. [1].

The Bishop may not ordain such a Candidate within one year from the date of admission. unless with the consent of the S. C., and the term of Candidateship shall

not be less than six months. Tit. I., Can. 6, § I.

If the Candidate has been a Minister of another Denomination the *Testimonial of Recommendation* is not required to cover more than the time since the admission to Candidateship. Tit. I., Can. 6, § V.

II. *If it be the case of a Candidate for Full Orders Applying for Deacon's Orders:—*

The Bishop is to receive,—

(1.) Assurance that the Applicant is *twenty-one* years of age.

(2.) A *Testimonial of Recommendation* from the Standing Committee. Tit. I., Can. 6, § IV. [5].

The Bishop may not Ordain a Candidate for Priest's Orders to the Diaconate within three years from the date of admission, unless for urgent reasons, with the consent of three fourths of the S. C.; in which case the Ordination may take place after the expiration of one year. Tit. I., Can. 6, § III.

III. *If it be the case of a Candidate Applying for Priest's Orders:—*

The Bishop should receive,—

(1.) Assurance that the Applicant is *twenty*

four years of age complete. Tit. I., Can. 8, § VIII.

(2.) A *Certificate of Title.* Tit. I., Can. 8, § III.

(3.) A *Certificate of Recommendation* from the Standing Committee. Tit. I., Can. 8, § IV. [1].

If the Candidate be a Diocesan or General Missionary; or an Instructor in a Seminary of Learning duly incorporated; or a Chaplain in the Army or Navy, the *Certificate of Title* is not necessary. Tit. I., Can. 8, § III.

A Bishop may not confer Priest's Orders within three years from the admission of the Candidate, unless with the consent of the S. C. as above (II), in which event the Testimonials shall extend back only to the period of Ordination. But a Candidate who has been a Student of Theology in another Denomination may be allowed the time so spent, if not more than *two years;* and a Candidate who has been a Minister in another Denomination may be Ordained on Testimonials covering only the time since his admission as a Candidate. Tit. I., Can. 8, § V., VI.

Appendix.

Appendix.

APPENDIX A.

Form of application to the Bishop of the Diocese for permission to organize a Parish.

To the Right Rev., the Bishop of ————.

"We, whose names are hereunto affixed, deeply sensible of the truth of the Christian religion, and earnestly desirous of promoting its holy influence in our own hearts, and in those of our families and neighbors, do hereby pray to be permitted to associate ourselves under the name of ————, in communion with the Protestant Episcopal Church in the United States of America, and the Diocese of ————, the authority of whose Constitution and Canons we do hereby recognize, and to whose Liturgy and mode of Worship and Discipline we promise conformity."

Chairman.

(Date, etc.)

APPENDIX B.

INCORPORATION OF CHURCHES

AND

ADMISSION OF PARISHES

INTO UNION WITH THE CONVENTION.

(*Reprinted from the Journal of the Diocese of New York*, 1868.)

I.

INSTRUCTIONS AND FORMS FOR THE INCORPORATION OF A CHURCH IN THE DIOCESE OF NEW YORK.

I. PRELIMINARY REQUISITES.

In order to become incorporated under the amended act of 1868, it is requisite :

I That there be a congregation actually existing, in communion with the Protestant Episcopal Church in the State of New York, containing not less than six male persons, of full age, belonging to such congregation, and not already incorporated in some other Church or congregation.

II. The congregation must have been habitually worshipping together,

and must have some usual place of worship—not necessarily a Church—but some place in which they have habitually gathered for Divine worship.

II. PROCEEDINGS PREVIOUS TO HOLDING A MEETING FOR THE PURPOSE OF BECOMING INCORPORATED.

The first proceeding toward becoming incorporated is a notice of a meeting to be held for that purpose.

This notice should be reduced to writing, and *at least* two copies should be made. It must specify the object of the meeting, and the time and place thereof. The place of meeting must be at the usual place of public worship of the Church or congregation about to be incorporated. The notice must be publicly read in the time of Morning Service, on two Sundays next previous to the time of meeting, *by the Rector, or by the officiating Minister; or, if there be no Rector, or officiating minister*, then by some other person *belonging to the congregation*. It is recommended that in case there be no Rector, and no officiating Minister, some one reputable person of the congregation be designated to read this notice on both Sundays immediately preceding the meeting. It must be remembered that it must be read *in the time of morning service*.

A suggested form for this notice is submitted herewith, marked A.

Besides reading the notice, a copy must also be posted in a conspicuous place, on the outside door, near the main entrance to the place of worship in which the congregation assemble. It will be advisable to post this notice, as required, before the commencement of the services on the former of the two Sundays on which the notice is to be read; and to keep it thus posted until the meeting is held.

The notice *posted* should be a precise copy of that read to the congregation.

Before the meeting is held, it is recommended that a well bound and suitable blank book be procured, to be used as a Book of Minutes for the Vestry of the Church, in which the proceedings toward the incorporation of the Church should form the first entry.

A form for this entry is suggested, and accompanies these instructions, marked C.

It has been usual to insert in the Certificate of Incorporation under the former act, that the notice required by law, of the meeting, had been given. The same is done in the form of certificate herewith presented; but as the statute does not require this, the statement of it in the certificate would not be evidence of it. It is important, therefore, to preserve the notice which was read in time of morning service on the two Sundays next previous to the meeting, and of which a copy was posted, as above directed.

An affidavit should be endorsed on the notice that it was publicly read,

and posted (as required by the statute), and be sworn to before a Judge of some court of record, or a Justice of the Peace, or some other officer authorized to administer oaths within the County in which the Church is situate.

A form of this affidavit is given, accompanying these instructions, marked B.

For greater precaution, it is recommended that this notice and affidavit be attached to, and form part of, the papers on which the Certificate of Incorporation is written. *Also*, that a copy of the notice, and *another* affidavit (a precise copy of the other), *also to be sworn to and certified* by the judge or officer (so as to be of itself an original and duly certified affidavit), be entered in the Book of Minutes. The party making the oath, and the judge or officer, will, in this case, sign the affidavit and the jurat *in the book, as well as that in the paper attached to the Certificate of Incorporation.*

III. PROCEEDINGS AT THE MEETING.

At the time and place appointed for the meeting, there must be present not less than six male persons of full age; they must belong to the Church or congregation about to be incorporated and must themselves not be already incorporated (*i. e.*, must not belong to any other incorporated Church or congregation). The presence of persons already incorporated, or belonging to other congregations, is not to be understood as prohibited; but there must be (in addition to any who may thus belong to an existing incorporated Church) six male persons of full age belonging to the Church about to be incorporated, *who do not belong, at the time, to any other incorporated congregation.*

If there be a Rector of the Church or congregation about to be incorporated, *he must preside* at the meeting. But if there be no Rector, or if he be *necessarily* absent, then one of the Churchwardens or Vestrymen, or any other person *called to the chair*, shall preside at the meeting and receive the votes.

If there be a Rector, the meeting ought to be called with a reasonable certainty of his being able to attend, as the question of the *necessity* of his absence may lead to embarrassment and future difficulty.

But if there be *no* Rector, or, there being one, and he is "*necessarily* absent," the persons present, entitled to vote, must call to the chair either one of the Churchwardens or a Vestryman, or some other person. If there be a Warden present, it is recommended to call him (but it is not *required* by the statute that a Warden or Vestryman be called in preference to some other person); if no Warden, then call a Vestryman; if neither Warden or Vestryman, call some other person to preside.

It will be found convenient to appoint a Secretary of the meeting (although the statute does not require it), to record the proceedings of the

meeting. He shall also record the names of all the persons attending the meeting qualified to vote and act therein.

The meeting, being properly convened and organized, is to proceed to the business for which it was called.

The persons entitled to vote must be—

I. Male persons.
II. Of full age.
III. They must belong to the Church or congregation about to be incorporated.
IV. And they must have been *either*—

(*a.*) Baptized in the Protestant Episcopal Church ;
(*b.*) *Or* been received therein either by the right of Confirmation, or by receiving the Holy Communion ;
(*c.*) *Or* they must have purchased, and for not less than twelve months next prior to such meeting have owned, a pew or seat in the Church about to be incorporated ;
(*d.*) *Or* they must, for not less than twelve months next prior to such meeting, have hired *and paid for*, a pew or seat in such Church ;
(*e.*) *Or* they must, *during the whole period of twelve months next prior to such meeting*, have been contributors in money to the support of the Church about to be incorporated.

It will be noticed that each voter must possess *four* qualifications—the first three being common to all—the fourth being divisible into five several conditions, either one of which will satisfy that qualification.

The persons thus qualified shall then, at such meeting, by a majority of votes, determine the following questions :

I. By what name or title the Church or congregation about to be incorporated shall be known in law.
II. On what day in Easter Week the annual election for Churchwardens and Vestrymen shall hereafter take place.
III. What number of Vestrymen, *not less than four of more than eight* shall annually be elected, and shall, together with the Rector (if there be one) and the two Churchwardens, constitute the Vestry of the Church.

This is a new feature in the incorporation of Churches : formerly the number of Vestrymen was fixed by the statute, in all cases, at eight. Under the present law, the congregation may, at its organization, fix the number at either four, five, six, seven or eight. There must, however, still, as formerly, be two Churchwardens.

IV. The meeting shall then, by a majority of votes, elect two Churchwardens and as many Vestrymen as it shall have been determined, under the last preceding head, are to be annually elected.

It is recommended that this election of the Wardens and Vestrymen be *by ballot*—possibly a different mode of voting may not be in contravention of the act; but an election *by ballot* will be, beyond question, within the contemplation of the act.

The polls *must* continue open for one hour, and *may* be continued open longer, in the discretion of the presiding officer; and *must* be continued open longer if required by the vote of a majority of the voters present.

Before the polls are closed, two discreet persons, members of the congregation, should be called to assist the presiding officer in counting the votes, in order that they may join in the certificate. It is advisable that they be persons qualified to vote at the meeting—they may either be named by the presiding officer or be designated by the meeting.

An entry of the proceedings of the meeting, step by step, should be carefully made on the minutes; and it is recommended that this entry be signed by the presiding officer, and by the two persons who are to join with him in signing the Certificate of incorporation; and be also attested by the Secretary. If this be done, and any accident happen to the certificate, or it should prove imperfect, a new certificate may be made without calling another meeting of the congregation.

After the polls are closed, and the proceedings of the meeting are completed, the presiding officer, together with two other persons (who should be of those present, and taking part in and cognizant of the proceedings of the meeting) must then make out a certificate under their hands and seals, setting forth—

I. The names of the Churchwardens and Vestrymen elected.

These names should be written out in full; not by the mere initials of the Christian name.

II. The day in Easter Week fixed for the annual election of their successors.

III. The number of Vestrymen (not less than four nor more than eight) determined upon to be annually elected to constitute part of the Vestry.

IV. The name or title by which the Church or congregation shall be known in law.

A form for this certificate is suggested, and accompanies these instructions, marked D.

The seals to be attached to the certificate must be of wax, or wafer, or other material capable of receiving an impression, and constituting what is ordinarily known as a "seal" to deeds, &c., in this State; not unfrequently use is made of the scroll, [L. S.,] which is not sufficient, and does not answer the legal requirement of "a seal" in this State.

The certificate thus made out, and signed and sealed, must be duly acknowledged by the parties signing and sealing the same, or the execution and acknowledgment thereof must be duly proven before some officer authorized to take the acknowledgment or proof of deeds or conveyances of real estate, to be recorded in the County where the Church or place of worship is situate.

The proper United States internal revenue stamp must be affixed, which *at present* (*May*, 1868) is a five cent stamp.

Being thus signed, sealed, acknowledged or proven, or stamped, the certificate must be recorded by the Clerk of the County, *or* by the officer whose duty it is, or may hereafter be made, to record such instruments in the County in which the Church is situate.

In New York, Kings and Westchester Counties these certificates are to be recorded in the office of the *Register*; possibly a similar office may hereafter be created in other Counties; and it will be important in all cases to see whether the duty of recording such instruments has been transferred to any other officer than the County Clerk.

IV. REMARKS.

Canon IV. of this Diocese (as amended, November, 1867), requires that a Church or congregation, applying for admission into union with the Church in this Diocese, shall produce "a certificate of the Bishop, or, in case of his absence, or of his inability or disability to act, or of a vacancy in the Episcopate, of the Standing Committee, that he or they approve of the incorporation of said Church, and that said Church, in his or their judgment, is duly and satisfactorily established."

Although the latter part of this certificate could not be given previous to the incorporation, it is advisable in all cases to be assured of the approval of the Ecclesiastical authority of the Diocese before proceeding to incorporation.

In case the new Church is formed within the Parochial limits of any existing Parish or Cure, the consent of the Minister of the Parish or Cure within which the proposed new Church is to be established, or in his absence, the consent of the Churchwardens and Vestrymen, or Trustees of the congregation, or a majority of them, is required by Clause 1, Section VI., Canon XII., Title I., of the General Convention, to a Minister's officiating within said Parish, with a view to such incorporation. Such consent should, in all cases, be applied for. If it cannot be obtained, the establishment of new Churches or congregations within the limits of

other Parishes is vested in the Bishop of the Diocese, acting by and with the advice and consent of the Standing Committee—(Clause 2, Section II., Canon V., Title III., of the General Convention). If there be no Bishop, this power is in the Ecclesiastical Authority of the Diocese.

It must be remembered that the corporation dates its existence *from the recording of the certificate;* and this must be an authenticated recording in accordance with law. An instrument may be transcribed and copied into the books of the proper office, and yet not be legally recorded; the absence of a stamp, if the law makes one necessary to the recording, or a material defect in the certificate of acknowledgment or proof of execution, will prevent its being a legal recording.

A

FORM OF NOTICE OF A MEETING FOR THE PURPOSE OF INCORPORATING A CHURCH OR CONGREGATION.

Notice is hereby given, that a meeting of male persons, of full age, belonging to the Church or congregation in communion with the Protestant Episcopal Church in the State of New York, now worshipping in [*the School House of School District Number Three* (3), *in the Town of Canton, in the County of St. Lawrence, in the State of New York,*] who are not already incorporated, will be held at the usual place of worship of said Church or congregation, namely, at [*the School House of School District Number Three* (3), *in the Town of Canton, in the County of St. Lawrence, in the State of New York, on* [*Tuesday,*] the [*second*] day of [*June next,*] at [*eight*] o'clock in the [*after*] noon, for the purpose of incorporating themselves as a Religious Society, in connection with the Protestant Episcopal Church in this State, under the acts of the Legislature of the State of New York.

Dated at [*Canton,*] the [17*th*] day of [*May,*] 186 [8.]

[*If there be a Rector, to be signed thus:*

John Doddridge,
Rector.]

NOTE.—This notice should be signed by the Rector, if there be one; or by the Officiating Minister, if there be no Rector. If there be neither Rector or Officiating Minister, let it be signed by some discreet person *belonging to the Church or congregation.* The person signing it should read it in the time of Morning Service, publicly, to the Congregation, on the two Sundays next previous to the time of meeting, and should also post it as above directed.

[*If there be no Rector, but an officiating Minister, then to be signed thus:*

John Hobart, Officiating Minister.]

[*If there be neither Rector nor officiating Minister, then to be signed thus:*

Henry Stiles,
Belonging to said Church or congregation, there being no Rector or Officiating Minister thereof.]

B.

FORM OF AFFIDAVIT TO BE MADE OF THE READING AND POSTING OF THE NOTICE.

STATE OF NEW YORK. } ss.:
County of [*St. Lawrence,*] }

[*John Doddridge,*] of the Town of [*Canton,*] County of [*St. Lawrence,*] and State of New York, being duly sworn, saith, that he* [*is the Rector of*] the Church or congregation in communion with the Protestant Episcopal Church in the State of New York, worshipping [*in the School House of School District Number Three* (3), *in the Town of Canton, in the County of St. Lawrence, and State of New York.*]

That this deponent did publicly read to the said congregation the preceding notice, in the time of Morning Service, on two Sundays next previous to the [*second*] day of [*June,*] one thousand eight hundred and [*sixty-eight,*] (which was the time named for the meeting mentioned in such notice,) to wit, on Sunday, the [*seventeenth,*] day of [*May,*] and on Sunday, the [*twenty-fourth*] day of [*May,*] in the year one thousand eight hundred and [*sixty-eight.*]

And this deponent further saith, that he also posted a copy of the said notice, in a conspicuous place on the outside door, near the main entrance of the said [*School House,*] being the usual place of worship of the said Church or congregation.

And further he saith not.

[*John Doddridge.*]

Sworn the day of }
1868, before me. }

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* If the party making the affidavit be not Rector, but Officiating Minister, he will so state. If he be neither Rector or Officiating Minister, he will then say, "belongs."

FORM OF MINUTES OF THE MEETING HELD FOR THE PURPOSE OF INCORPORATING THE CHURCH.

County of [*St. Lawrence,*] }
Town of [*Canton*]. }

On this [*second*] day of [*June,*] in the year of our Lord one thousand eight hundred and [*sixty-eight,*] the male persons of full age belonging to the Church or congregation in communion with the Protestant Episcopal Church in the State of New York now worshipping in [*the School House of School District Number Three* (3), *in the town of Canton, in the County of St. Lawrence, in the State of New York,*] not already incorporated, met at their usual place of worship, namely, the [*School House*] aforesaid, at [*eight*] o'clock in the [*after*] noon, for the purpose of incorporating themselves under the acts of the Legislature of the State of New York, pursuant to notice of such meeting, specifying its object, and the time and place thereof, which had been publicly read in the time of morning service, on two Sundays next previous thereto by, [* *the Rev. John Doddridge, the Rector of*] the said Church or congregation ; and which notice had also been posted in a conspicuous place, on the outside door, near the main entrance to said place of worship.

At such meeting the following male persons, belonging to the said Church or congregation, not already incorporated, were present :

[Here insert the names, giving the Christian names at length. There must not be less than six, qualified to vote as prescribed by the act.]

[† *The Reverend John Doddridge, being the Rector of the Church or congregation, presided at the meeting.*]

Mr. E——— F——— was appointed Secretary of the meeting.

The notice of the meeting was then read, a copy of which notice is subjoined to these minutes, together with an affidavit made by [*the Reverend John Doddridge,*] that the same was publicly read in the time

* (*Or*) the Rev. John Hobart, the Officiating Minister ; (*or*) by Mr. Henry Stiles, who belongs to.

† If there be a Rector, who was *necessarily* absent, say "the Reverend John Doddridge, the Rector, being necessarily absent by reason of illness (or whatever may be the cause), Mr. A. B. was called to the chair and presided at the meeting."

If there be no Rector, then say "there being no Rector, Mr. A. B., one of the Churchwardens (or Vestrymen, as the fact may be), (*or*) Mr. C. D., was called to the chair and presided at the meeting.

The act does not, in terms, require that the person called to the chair to preside in case there be no Rector, or the Rector be necessarily absent, should be a Warden or Vestryman ; but if there be one present, it is *recommended* to call him to the chair.

of morning service, on two Sundays now last past ; and that a copy thereof was also posted in a conspicuous place, on the outside door, near the main entrance to the place of worship of the said congregation.

It was then, on motion,

Resolved, That the persons thus convened and met do incorporate themselves as a Religious Society, or Church or congregation, in communion with the Protestant Episcopal Church in the State of New York, under the acts of the Legislature of the said State for that purpose.

And the persons so convened and met, and qualified as aforesaid, did, at such meeting, upon motion by a majority of votes, determine as follows :

First.—That the said Church or congregation shall be known in law by the name of [*The Rector, Churchwardens and Vestrymen of St. Mark's Church, in the Town of Canton, County of St. Lawrence, and State of New York.*]

Second.—That the annual election for Churchwardens and Vestrymen shall hereafter take place on [*Tuesday*] in Easter Week, in each year.

Third.—That [*six*] Vestrymen shall annually be elected, and shall, together with the Rector (when there is one) and two Churchwardens, constitute the Vestry of the Church.

The meeting then proceeded to elect two Churchwardens and [*six*] Vestrymen. The presiding officer received the votes, and the polls continued open for one hour.

[*Thomas Jones and William Smith*] were named to assist the presiding officer in counting the votes.

The following named persons were, by a majority of votes, duly elected Churchwardens and Vestrymen, to serve until the next regular election, viz. :

G. H., } *Were elected*
I. K., } *Churchwardens.*

L. M., }
N. O., }
P. R., } *Were elected*
S. T., } *Vestrymen.*
U. V., }
W. X., }

A certificate of Incorporation was then signed and sealed by [*the Reverend John Doddridge*] the presiding officer, and by the said [*Thomas*

Jones and William Smith,] and witnessed by [*Samuel Usher and Benjamin Clarkson.*]

The meeting then adjourned.

[*John Doddridge.*]
[*Thomas Jones.*]
[*William Smith.*]

Attested by
[*E——— F———,*] *Secretary.*

(Copy the notice read and posted.)
[FORM A.]

(Copy the Affidavit of reading and posting the notice.)
[FORM B.]

D.

FORM OF CERTIFICATE OF INCORPORATION.

To all whom these presents may concern:

{U. S. Internal Revenue Stamp.} We, the undersigned, whose names and seals are affixed to this instrument, do hereby certify, that on the [*second*] day of [*June*], in the year of our Lord one thousand eight hundred and [*sixty-eight*], the male persons, of full age, belonging to the Church or congregation in communion with the Protestant Episcopal Church in the State of New York, worshipping in [*the School House of School District Number Three* (3), *in the town of Canton, in the County of St. Lawrence, in the State of New York,*] not already incorporated, met at their usual place of worship aforesaid, for the purpose of incorporating themselves under the act of the Legislature of the State of New York, to provide for the incorporation of religious societies, and the act to amend the same, in pursuance to notice duly given, specifying the object of the meeting, and the time and place thereof, which had been publicly read in the time of morning service, on two Sundays next previous to the meeting by* [*the Rector*], and which was also posted up in a conspicuous place on the outside door, near the main entrance of the usual place of worship of the said congregation.

**Or*, by the Officiating Minister ; *or*, by Samuel Richards, belonging to the said Church or congregation.

And we further certify, that at such meeting, not less than six male persons, of full age, belonging to the Church or congregation aforesaid, and not already incorporated, and duly qualified to vote at such meeting, met for the purpose aforesaid.

And we further certify, that † [*the Rev. John Doddridge, the Rector of the said Church or congregation,*] presided at the said meeting, and received the votes.

And we further certify, that at the said meeting the following persons were elected Churchwardens and Vestrymen by a majority of votes of the persons present at the said meeting qualified to vote, viz. :

G. H., J. K., } *Were elected Churchwardens.*

L. M., N. O., P. R., S. T., U. V., W. X., } *Were elected Vestrymen.*

And we further certify, that by a majority of the votes of the persons present and qualified as aforesaid, [*Tuesday*] in Easter Week was fixed and determined for the annual election of the successors of the said Churchwardens and Vestrymen.

And that the number of Vestrymen determined upon to be annually elected to constitute part of the Vestry was [*six.*]

And that it was in like manner determined that the said Church or congregation shall be known in law by the name of [*The Rector, Churchwardens and Vestrymen of St. Mark's Church, in the Town of Canton, County of St. Lawrence, and State of New York.*]

In testimony whereof, we, the said [*John Doddridge*], who was the presiding officer at the said meeting, and [*Thomas Jones and William Smith,*] who were present, and witnessed the proceedings, and were selected and named to sign and seal this certificate, have hereunto subscribed our names and affixed

---

† *Or*, the Rev. John Doddridge, the Rector of the said Church or congregation, being necessarily absent by reason of illness, (or whatever may be the cause,) Mr. Theodore Styles was called to the chair; and, *or*, there being no Rector, Mr. Henry Osborn, one of the Churchwardens; (*or*, Vestrymen,) (*or*, Mr. Charles Livingston,) was called to the chair, and

our seals, the [*second*] day of [*June,*] in the year of our Lord one thousand eight hundred and [*sixty-eight.*]

[*John Doddridge.*] [SEAL.]
[*Thomas Jones.*] [SEAL.]
[*William Smith.*] [SEAL.]

Signed and sealed in presence of }

[*Samuel Usher,*]
[*Benjamin Clarkson.*]

FORM OF CERTIFICATE OF ACKNOWLEDGMENT WHEN THE INSTRUMENT IS ACKNOWLEDGED BY THE PARTIES WHO HAVE SIGNED AND SEALED IT BEFORE AN OFFICER TO WHOM *they are personally known.*

STATE OF NEW YORK,
County of [*St. Lawrence,*] } ss.:

I certify, that on the [*third*] day of [*June,*] one thousand eight hundred and [*sixty-eight,*] before me, in the Town of [*Canton*], in the County aforesaid, came [*John Doddridge, Thomas Jones and William Smith,*] severally known to me to be the individuals of those names respectively, described in, and who have executed the foregoing certificate, and they severally acknowledged to me that they executed the same.

[*Philip Sutherland,*
Justice of the Peace in the Town of Canton,
County of St. Lawrence.]

FORM OF CERTIFICATE OF ACKNOWLEDGMENT WHERE THE INSTRUMENT IS ACKNOWLEDGED BY THE PARTIES WHO EXECUTED IT, BEFORE AN OFFICER TO WHOM *they are* NOT *personally known.*

STATE OF NEW YORK,
County of [*St. Lawrence,*] } ss.:

I certify, that on this [*third*] day of [*June,*] one thousand eight hundred and [*sixty-eight,*] before me, in the town of [*Canton,*] in the County aforesaid, came [*John Doddridge, Thomas Jones, William Smith and Silas W. Elderkin;*] the said [*Silas W. Elderkin*] being by me duly sworn, did depose and say, that he resides in the village of [*Canton*], in the County aforesaid; that he is personally acquainted with the

said [*John Doddridge, Thomas Jones and William Smith,*] the persons now present before me, and that he knows them to be the individuals of those names respectively, described in, and who have executed the foregoing certificate : which is to me satisfactory evidence that they are the individuals described in, and who have executed the said certificate; and thereupon the said [*John Doddridge, Thomas Jones and William Smith,*] severally acknowledged to me that they had executed the same.

[*Philip Sutherland,*
Justice of the Peace in the Town of Canton,
County of St. Lawrence.]

FORM OF CERTIFICATE OF PROOF, WHERE THE EXECUTION OF THE INSTRUMENT IS PROVED BY A SUBSCRIBING WITNESS WHO *is personally known* TO THE OFFICER TAKING THE PROOF.

STATE OF NEW YORK, }
County of [*St. Lawrence,*] } ss. :

I certify, that on this [*third*] day of [*June,*] one thousand eight hundred and [*sixty-eight,*] before me, in the Town of [*Canton*], in the County aforesaid, came [*Samuel Usher,*] known to me to be the subscribing witness of that name to the foregoing certificate, who being by me duly sworn, did depose and say, that he resides in the village of [*Canton*], in the County aforesaid ; that he knows [*John Doddridge, Thomas Jones and William Smith,*] the persons described in, and who executed the foregoing certificate ; that they severally executed the same, in his presence, and acknowledged to him that they executed the same, and that thereupon he subscribed his name as a witness thereto.

[*Philip Sutherland,*
Justice of the Peace of the Town of Canton,
County of St. Lawrence.]

FORM OF CERTIFICATE OF PROOF, WHERE THE EXECUTION OF THE INSTRUMENT IS PROVED BY A SUBSCRIBING WITNESS *who is* NOT *personally known* TO THE OFFICER TAKING THE PROOF.

STATE OF NEW YORK, }
County of [*St. Lawrence,*] } ss. :

I certify, that on this [*third*] day of [*June,*] one thousand eight hundred and [*sixty-eight,*] before me, in the Town of [*Canton*], in the County aforesaid, came [*Samuel Usher and Wright Fine ;*] and the said

Wright Fine] being by me duly sworn, did depose and say, that he resides in the Village of [*Canton*], in the County aforesaid; that he is personally acquainted with the said [*Samuel Usher,*] now present before me, and that he knows him to be the person of that name who is the subscribing witness to the foregoing certificate, which is to me satisfactory evidence that the said [*Samuel Usher*] is the same person who was a subscribing witness to the said instrument: and the said [*Samuel Usher*] being by me duly sworn, did depose and say, he resides in the Village of [*Canton*], in the County aforesaid; that he knows [*John Doddridge, Thomas Jones and William Smith,*] the persons described in, and who executed the foregoing certificate; that they severally executed the same in his presence, and acknowledged to him that they executed the same, and that thereupon he subscribed his name as a witness thereto.

[*Philip Sutherland,*
Justice of the Peace of the Town of Canton,
County of St. Lawrence]

———:o:———

II.

ADVICE AND INSTRUCTIONS TO CHURCHES APPLYING FOR ADMISSION INTO UNION WITH THE PROTESTANT EPISCOPAL CHURCH IN THE DIOCESE OF NEW YORK.

Under Canon IV. (on the admission of Churches into union with the Church in this Diocese), as amended at the Convention held in November, 1867, it is necessary for a Church applying to be admitted—

I. That it be duly incorporated.

II. That there have been not less than twenty-five persons, members of such Church or congregation, habitually attending Divine Service in such Church or congregation, for at least one year preceding the application to be admitted.

III. That it have a corporate seal.

In order to be admitted, the Church or congregation must (in sufficient time to allow the papers to be transmitted to, *and be received by* the Secretary of the Convention, at least thirty days before the meeting of the Convention) adopt a resolution, at a legally convened and held meeting of the Vestry, or (*in the case of Churches incorporated without*

Vestries) of the congregation, authorizing the application for such admission to be made, and agreeing to abide by, and conform to, and observe all the Canons of the Church, and all the rules, orders and regulations of the Convention. A copy of this resolution must be duly certified by the presiding officer of the Vestry, or of the meeting of the congregation at which the resolution was adopted, and also by the Clerk of the Vestry, or Secretary of the meeting of the congregation, and must also be authenticated by the seal of the corporation.

In Churches having Vestries, this resolution should be adopted by the Vestry. In Churches incorporated without Vestries, it should be adopted by the congregation.

The following form of resolution is recommended:

Resolved, That [*here set forth the corporate name or title by which the Church is known in law, as the name is described in the Certificate of Incorporation*], desire admission into union with the Church in the Diocese of New York, and do make application therefor to the Convention of the Church in this Diocese; and do hereby agree to abide by, and conform to, and observe all the Canons of the Church, and all the rules, orders and regulations of the Convention.

The resolution must be entered accurately and at length on the minutes of the Vestry, or of the meeting of congregation, as the case may be.

The Canon requires an application *in writing*, to the Convention, asking admission, which then must be made out. This may be signed by the Rector (if there be one), and by one or both of the Wardens, *and* by the Clerk of the Vestry: or, in the case of Churches without Vestries, by the Minister, or by the presiding officer of the meeting at which the resolution was adopted, *and also* by the Clerk of such meeting. It may also be advisable to add the signatures of one or more of the Trustees of the Church.

The following form of application is recommended:

To the Convention of the Protestant Episcopal Church in the Diocese of New York:—

The Church or congregation duly incorporated and known in law by the name of [*here set forth the corporate name or title of the Church, as the same is described in the Certificate of Incorporation,*] in pursuance and by authority of a resolution of the [*Vestry, or congregation, as the case may be*] of the said Church, hereby applies for admission into union with the Church in this Diocese; and presents herewith a duly certified and authenticated copy of the resolution of the said [*Vestry, or congregation, as the case may be*] adopted on the day of

186 , authorizing such application, and agreeing to abide by, and conform to, and observe all the Canons of the Church, and all the rules, orders and regulations of the Convention. *Also*, the Certificate of Incorporation of the Church, (*or, in case the original certificate is not presented, then say,* "*a duly certified copy of the Certificate of the Incorporation of the Church,*") which was duly recorded in the office of the (Clerk or Register, *as the case may be,*) of the County of on the day of 186 , in book of Certificate of Religious Incorporations, (*or whatever may be the official designation of the books in which such certificates are recorded in the County in which such Church is located,*) page . *Also*, a certificate of the Bishop that he approves of the incorporation of such Church, and that such Church, in his judgment, is duly and satisfactorily established. *And, also*, evidence that not less than twenty-five persons, members of such Church, have habitually, for at least one year preceding the date of this application, attended Divine Service in such Church or congregation.

Dated at in the County of and State of New York, this day of 186 .

By order of the [*Vestry or congregation, as the case may be.*]

A. B., *Rector.*
C. D., *Warden.*
E. F., *do.*
G. H., *Clerk.*

Or, in case of Churches having no Vestries :

A. B., *Minister.*
C. D., *Presiding Officer of the Meeting of the Congregation.*
E. F., *Secretary of the Meeting of the Congregation.*
G. H., *A Trustee of the Church.*
K. L., *do.* *do.*

The Canon also requires that the application be accompanied by the following papers:

I. A duly certified and authenticated copy of the resolution of the Vestry or congregation authorizing the application, &c.

II. The original, or certified copy of the Certificate of Incorporation.

III. The certificate of the Bishop's approval of the incorporation, and that, in his judgment, the Church is duly and satisfactorily established.

IV. The evidence that not less than twenty-five persons, members of

such Church, have habitually, for at least one year preceding the date of the application, attended Divine Service in the Church or congregation.

The following is recommended as a form for certifying the resolution of the Vestry or of the congregation.

At a meeting of the [*Vestry, or congregation, as the case may be*] of the Church or congregation known as [*here set forth the corporate name or title of the Church as the same is described in the Certificate of Incorporation*], duly convened, and held according to law, at on the day of 186 , the following resolution was adopted :

"*Resolved*, That [*here copy, in the precise words, and at length, and accurately, the resolution as adopted and entered on the Minutes.*"]

Which is hereby certified by A. B., the Rector of the said Church, [*or if there be no Rector, then* C. D., the Warden, who presided at the meeting of the Vestry, at which the resolution was adopted, there being no Rector of the said Church,] and also by E. F., the Clerk of the Vestry, and is also authenticated by the seal of the corporation.

Dated at in the County of the day of 186 .

[SEAL.]

A. B., *Rector.*
[*or*] C. D., *Warden presiding.*
E. F., *Clerk of the Vestry.*

In the case of Churches having no Vestries, the certificate may be as follows:

Which is hereby certified by A. B., Minister of the Church, *or* C. D., the presiding officer of the meeting of the congregation at which the resolution was adopted, and also by E. F., the Secretary of the said meeting, and is also authenticated by the seal of the corporation.

Dated, &c., (as above).

[SEAL.]

A. B., *Minister.*
[*or*] C. D., *Presiding Officer of the Meeting of the Congregation.*
E. F., *Secretary of the Meeting.*

The following is submitted (with the approval and authority of the Bishop) as the form for his certificate:

I do hereby certify, that I approve of the incorporation of a Church known as *there set forth, the corporate name or title of the Church, as the*

same is described in the Certificate of Incorporation,] and that such Church, in my judgment, is duly and satisfactorily established.

Dated at the day of in the year of our Lord one thousand eight hundred and

Bishop.

The following is recommended as a form for the presentation of the evidence of the number of persons habitually attending the Church:

We, the undersigned, do hereby certify and declare, that we are, and for one year last past have been, connected with, or been members of, and well acquainted with the affairs and condition of the Church or congregation known as [*here set forth the corporate name or title of the Church as the same is described in the Certificate of Incorporation,*] and that we have had means of knowing, and do know, the number of persons habitually attending the said Church during one year past; and that not less than twenty-five persons, members of such Church, have habitually, for at least one year preceding this date, attended Divine Service in such Church or congregation.

Dated at in the County of the day of 186 .

This certificate should be signed by the Rector, or officiating Minister, if there be one, and by one or both of the Wardens, or by two or more of the Trustees (in the case of a Church incorporated without a Vestry), or by other known and reputable parties who can certify to the fact set forth.

The application, together with the requisite papers (as before set forth), must be transmitted to the Secretary of the Convention, at least thirty days before the meeting of the Convention.

The Canon (Section 2, Canon IV.) expressly declares, that no application for the admission of a Church into "union with the Church in this "Diocese, shall be considered or acted upon at any meeting of the Con- "vention, unless the same has been transmitted to the Secretary of the "Convention at least thirty days before the meeting of the Convention."

FORMS OF PAPERS TO BE PRESENTED TO THE CONVENTION. —APPLICATION FOR ADMISSION, &c.

To the Convention of the Protestant Episcopal Church in the Diocese of New York:

The Church or congregation, duly incorporated, and known in law by the name of
in pursuance, and by authority of a resolution of the

of the said Church, hereby applies for admission into union with the Church in this Diocese, and presents herewith a duly certified and authenticated copy of the resolution of the said adopted on the day of 18 , authorizing such application, agreeing to abide by, and conform to and observe all the Canons of the Church, and all the rules, orders and regulations of the Convention.

Also, the Certificate of Incorporation of the Church, which was duly recorded in the office of the of the County of on the day of 18 , in Book page

Also, a certificate of the Bishop that he approves of the incorporation of such Church, and that such Church, in his judgment, is duly and satisfactorily established.

And, also, evidence that not less than twenty-five persons, members of such Church, have habitually, for at least one year preceding the date of this application, attended Divine Service in such Church or congregation.

Dated at in the County of and State of New York, this day of 18

By order of the

AUTHENTICATED COPY OF THE RESOLUTION AUTHORIZING THE APPLICATION FOR ADMISSION, &C.

AT A MEETING of the of the Church or congregation known as duly convened, and held according to law at on the day of 18 , the following resolution was adopted:

"*Resolved,* That

"

"

"desire admission into Union with the Church in the Diocese of New York, "and do make application therefor to the Convention of the Church in "this Diocese, and do hereby agree to abide by, and conform to, and "observe all the Canons of the Church, and all the rules, orders and "regulations of the Convention."

Which is hereby certified by and by and is also authenticated by the seal of the corporation.

Dated at in the County of the day of 18

CERTIFICATE OF THE BISHOP'S APPROVAL.

I do hereby certify that I approve of the incorporation of a Church known as
and that such Church, in my judgment, is duly and satisfactorily established.

Dated at the day of
in the year of our Lord one thousand eight hundred and

Bishop.

EVIDENCE AS TO THE NUMBER OF PERSONS HABITUALLY ATTENDING THE CHURCH.

We, the undersigned, do hereby certify and declare, that we are, and for one year last past have been, connected with, or been members of and well acquainted with the affairs and condition of the Church or congregation known as
and that we have had means of knowing, and do know, the number of persons habitually attending the said Church during one year past, and that not less than twenty-five persons, members of such Church, have habitually, for at least one year preceding this date, attended Divine Service in such Church or congregation.

Dated at in the County of
the day of 18

APPENDIX C.

Direction for the Formation of a Parish,

IN THE DIOCESE OF PITTSBURGH.

ADOPTED BY THE CONVENTION AND RECOMMENDED FOR USE IN THE DIOCESE, JUNE 16TH, 1870.

BEFORE the formation of a new Parish, notice shall be given by those proposing the organization to the Bishop of the Diocese one month in advance of the proposed action; and due publication shall be made in the neighborhood, of the time, place and object of the meeting to be held for the purpose aforesaid. At such meeting a Presbyter, if there be one present, named by the Bishop, shall preside, when the following proceedings and records shall be in order:

At a meeting of sundry citizens of in the county of in the State of Pennsylvania, Diocese of Pittsburgh, held at , on the day of , A. D., 18 , friendly to the establishment of the public worship of Almighty God according to the doctrine, discipline and worship of the Protestant Episcopal Church in the Diocese of Pittsburgh, was called to the Chair, and appointed Secretary, the following resolutions were presented and adopted:

1. *Resolved*, That we do hereby form and organize a new Parish in connection with the Protestant Episcopal Church in the Diocese of Pittsburgh.

2. *Resolved*, That the name of this Church shall be

3. *Resolved*, That we do hereby adopt the Charter recommended by the Convention of the Diocese.

4. *Resolved*, That the number of Vestrymen shall be [5 or 7].

5. *Resolved*, That

be the Vestrymen of this Church, until the election on Easter Monday next.

6. *Resolved*, That A. B——— and C. D——— be a committee to present the petition of this meeting to the proper Court, and to obtain the decree of the same chartering this Congregation, as a Corporation under the Acts of Assembly of the State.

7. *Resolved, further*, That the same Committee be directed to transmit the Charter, duly sealed, or a properly authenticated copy thereof to the next Convention of this Diocese, and to ask the admission of this Parish into union with the same Convention.

Attest— E. F————, *Chairman.*
G. H————, *Secretary.*

Form of a Charter for a Parish.

ADOPTED BY THE CONVENTION AND RECOMMENDED FOR USE IN THE DIOCESE, JUNE. 1870.

WHEREAS, The following named citizens of this Commonwealth, viz.:

have, together with other citizens, associated for the purpose of worshipping Almighty God according to the faith and discipline of the Protestant Episcopal Church in the United States of America, and for that purpose have formed a congregation at , in the County of and State of Pennsylvania, and are now desirous to be incorporated agreeably to the provisions of the Act of the General Assembly of Pennsylvania, entitled "An act to confer on certain associations of citizens of this Commonwealth, the powers and immunities of corporations or bodies politic in law," and the Supplements thereto: They therefore declare the following to be the objects, articles and conditions of their said association, agreeably to which they desire to be incorporated, viz.:

FIRST. The name of the corporation shall be "The Rector, Wardens and Vestrymen of

SECOND. This corporation acknowledges itself, as a Church, to be a member of and belong to the Protestant Episcopal Church in the Diocese of Pittsburgh, and to the Protestant Episcopal Church in the United States of America. As such it accedes to, recognizes and adopts the Constitution, Canons, doctrine, discipline and worship of the Protestant Episcopal Church in the Diocese of Pittsburgh, and of the Protestant Episcopal Church in the United States, and acknowledge their authority accordingly.

No person who shall disclaim, deny, or refuse to obey the said authority, shall become, or continue a member of this corporation, or shall be capable of exercising or holding any function or office in connection with or concerning this Church.

THIRD. The temporal affairs of this corporation shall be managed and directed by the Rector, Wardens and Vestrymen, to be chosen and constituted as hereinafter provided. The Rector shall be Chairman *ex officio* of the Vestry, and entitled to one vote; and it is hereby provided that the clear yearly income of the real and personal estate of the corporation shall not exceed the sum of dollars.

FOURTH. The Rector of this Church shall be elected by the Wardens and Vestrymen, in such manner as the By-Laws shall prescribe: *Provided, however*, that no person shall be eligible to the office of Rector or Minister, unless he shall have had Episcopal ordination, and be in full standing with the Protestant Episcopal Church in the United States, and recognized as such by the Ecclesiastical Authority of this Diocese.

FIFTH. The Rector shall have a right to direct and control the uses to which may be put any consecrated church edifice belonging to the corporation, and for the due exercise of this right, and for the due and proper celebration of Divine service therein, he shall be responsible to the Ecclesiastical Authority of the Diocese alone.

SIXTH. The Vestry of the said Church shall consist of persons, lay members of the said Church and citizens of Pennsylvania, within the limits of the Diocese of Pittsburgh, who shall continue in office for one year, and until others be chosen, and the election of whom shall be made every year, on Easter Monday, by a majority of the votes cast by such adult members of the said Church as shall appear by the vestry books to have paid, at least six months immediately preceding the time of such election, for a pew or sitting in said Church, or (in case of a free church) who shall have been recognized and registered one month before the day of election by the Rector or Wardens thereof, as usual attendants upon the service of the same, and contributors to the said Church for six months previously.

Provided, That in the case of failure to elect Vestrymen on that day, the corporation shall not on that account be dissolved: but the election may be holden on some other day, in such manner as the By-Laws may prescribe; and any vacancy occurring in the Vestry shall be supplied by the remaining members thereof.

SEVENTH. That said Vestry shall have full power to choose their own officers; and they shall annually, at the first meeting after their election, choose one of their own number to be the Junior Warden, and the Rector for the time being shall elect another of the said Vestrymen to be the Senior Warden of the said Church. In case of a vacancy in the office of Rector at the time of the election, the Senior Warden shall also be chosen by the Vestry, to remain in office until the election of a Rector, or a new

election of the Vestry, and during such vacancy, all the powers of the corporation shall be exercised by the Vestry, as fully and entirely as if no such vacancy had occurred: *Provided, always*, that it shall be the duty of said Wardens and Vestrymen to elect another Rector to supply the vacancy as soon as conveniently may be.

EIGHTH. The Charter may be amended in the following manner, that is to say: Any proposed amendment shall be submitted to a stated or special meeting of the Vestry, and if the same shall be approved by a majority of the whole of the members thereof, the same shall be submitted to a meeting of the members of the Congregation who are entitled to vote for Vestrymen, and if approved by a majority of the persons present at such meeting, the same shall be submitted to the next Convention, and if by it approved, shall be, and form a part of the Charter, upon the subsequent confirmation thereof by the Court which granted the original Charter, or other competent authority.

NINTH. In case of the dissolution of the said corporation, all the property of the same shall vest in "The Trustees for the Diocese of Pittsburgh," in trust, to hold and convey the same to and for any future congregation of members of the Protestant Episcopal Church, which may be formed in the same neighborhood, and to and for no other purpose: *Provided*, that no conveyance shall be made to such Congregation until it be admitted into union with the Convention of said Diocese.*

TENTH. The following named persons shall be the Wardens and Vestrymen, to continue in office until the election on Easter Monday next, and until others be chosen, viz.:

---

* Added in 1871.

Form of Decree.

In the Court of Common Pleas of

And now, to wit, the foregoing instrument of writing, being Articles of Association, and a proposed Charter of Incorporation of having been exhibited and presented to said Court, being the Court of the county in which the principal business of said Corporation is intended to be transacted, and the said Court, having perused and examined said instrument, and found that the objects, articles and conditions therein set forth and contained appear lawful and not injurious to the community, direct that notice be inserted in , a newspaper, printed in said county, for at least three weeks, setting forth that application has been made to said Court to grant such Charter of Incorporation.

In the Court of Common Pleas of *County.*

In the matter of the application for a Charter of Incorporation of

And now, to wit, , it appearing to the satisfaction of the Court that due legal notice has been given of the application for said Charter, and no sufficient reason being shown to the contrary, the Court doth hereby now declare and decree that the persons associated in said Articles and named in the article of said proposed Charter, shall, according to the articles and conditions in said proposed Charter set forth and contained, become and be a corporation or body politic, and do further direct that said Charter of Incorporation shall be recorded in the Office for the recording of Deeds in said county And the Court doth also hereby limit the yearly income of said corporation, other than from real estate, to the sum of thousand dollars.

APPENDIX D.

Report of Legal Committee,

Of the Diocese of Missouri, appointed to prepare for publication "Forms for (1) Canonical Articles of Association; (2) Legal Articles of Association; (3) Petition to Circuit Court, praying for a Certificate of Incorporation; (4) A copy of the Form of such Certificate as contained in the Statutes of this State, and such other Forms as may be deemed necessary, not inconsistent with the Constitution and Canons as by the present Convention amended, or the Laws of the State of Missouri; together with such Extracts from the Laws of the State of Missouri relative to the Incorporation of Churches, Title of Real Estate held by such, and the Laws of Marriage and Duties of the Clergy in relation thereto."

ORGANIZATION OF NEW PARISHES.

To organize a new Parish, ten individuals of full age must make an application to the Bishop, who has, by Canon III., power to grant the application. The application should be in the following form:

(Form A.)

To the Right Rev. , *Bishop of Missouri.*

The petition of the undersigned respectfully represents, that they are each of the age of twenty-one years, attached to the doctrines and worship of the Protestant Episcopal Church; that they are residents of , county of , and State of Missouri; that they are desirous of organizing a new Parish at , county and State aforesaid, distant from Church. They therefore pray that permission be granted them to organize a new

parish at the above designated place, and that their limits may be defined.

Dated, , day of , 18

(Signed,)

The next step to be taken is, the persons signing the application for authority to organize must prepare and sign Canonical Articles of Association, which articles must be in the following form :

(Form B.)

ARTICLES OF ASSOCIATION FOR ORGANIZING A PARISH

In connection with the Protestant Episcopal Church of the Diocese of Missouri.

WHEREAS, The subscribers, citizens of , county of and State of Missouri, having associated for the purpose of worshipping GOD according to the faith and discipline of the Protestant Episcopal Church in Missouri, and of the Protestant Episcopal Church in the United States of America, have formed a congregation at , in this Diocese ; they, therefore, declare the following to be their Articles of Association, viz. :

ARTICLE 1. The name of this Association shall be "The Rector, Church wardens and Vestrymen of "

ART. 2. The Parish acknowledges itself to be a member of, and to belong to, the Protestant Episcopal Church of the United States of America; and, as such, it accedes to, recognizes and adopts the Canons, doctrines, discipline and worship of the Church, and acknowledges its authority accordingly. Any member who shall disclaim or refuse conformity to said authority shall not be elected or vote in the election of Vestrymen, Rector or Minister, or exercise any office or function in, concerning, or connected with the said Parish or Association.

ART. 3. Provision for the compensation of the Rector, and the expenses of the said Association, shall be made by the Vestry in such way as they may deem advisable to the best interest of the Church.

ART. 4. The Vestry of this Parish shall consist of not less than three, nor more than thirteen persons, who shall continue in office until others be chosen; and the annual election of such Vestry shall be held on Easter Monday of each year, by a majority of the male communicants, who have been communicants not less than three months prior to the time of election, and such other males of full age as may have contributed to the support of this Parish for the three months next preceding such election, according to such rules as the Association may have adopted.

ART. 5. The Rector of this Church shall be elected by a majority of two-thirds of the Wardens and Vestrymen, at a meeting duly convened.

ART. 6. No person shall be Rector or Minister of this church, or allowed to execute any of the functions of the same, unless he shall have had Episcopal ordination, and be in full standing with the Protestant Episcopal Church in the United States of America, and recognized as a Minister in good standing, of the said Church, by the Bishop of this Diocese, or, if there be no Bishop, by the Standing Committee.

ART. 7. The Vestry shall have power to choose their own officers, fill vacancies in their own body, and to perform all other duties usually appertaining to their body. They shall choose one of their own number to be Church Warden, and the Rector (for the time being) may appoint another of the said Vestry to be the other Church Warden, and the Warden appointed by the Rector shall be the presiding officer of the Vestry in the absence of the Rector; and in case of vacancy in the office of Rector at the time of an election, or a failure on his part to appoint, then the other Church Warden shall be appointed by the Vestry, and both of the Church Wardens shall be communicants of the Church.

ART. 8. No conveyance of any land or tenements belonging to said Parish or Association shall be made without a vote of the vestry, two-thirds being present and concurring.

ART. 9. Amendments to these Articles of association shall be submitted, in writing, to the congregation, at the annual meeting for the election of the Vestry, and shall lie over for consideration until the next annual meeting. But no alteration shall be made except by a vote of two-thirds of the members present.

ART. 10. The first election of a Vestry under these Articles shall be held at , on Sunday, , 18 , immediately after divine service.

ART. 11. Each subscriber to these Articles shall be entitled to a vote, and the persons receiving a majority of the votes cast shall be declared elected.

(Signatures.)

After permission is granted and the Canonical Articles signed, it is necessary to give notice on two occasions of public worship, of the intention to organize, and of the public election of the Wardens and Vestrymen. The notices must be given at least one week apart, and within the month before the time of organizing. The following is the form of notice:

(Form C.)

Notice is hereby given that the organization of a new Parish, in union with the Protestant Episcopal Church, and a public election of two

Wardens and at least three Vestrymen, will take place at , on the day of , 18 , immediately after divine service.

It is necessary, however, that at least six of the persons signing the application and Articles be present to unite in the organization. The organization having taken place, and the election held, the Wardens and Vestrymen elected must notify the Bishop as follows:

(Form D.)

, 18

To the Right Reverend Bishop of Missouri:

Notice is hereby given, that on the day of , 18 , a new Parish, known as , of , was organized pursuant to the authority so to do heretofore granted; and that the undersigned were duly elected Wardens and Vestrymen.

We therefore request your approval of the same.

} *Wardens.*

} *Vestrymen.*

Upon receipt of the approval of the organization by the ecclesiastical authority, it is necessary that a legal incorporation be perfected. Forms "E." and "F." following are to be used for that purpose, and which are to be signed by the ten or more persons who signed the Canonical Articles:

(Form E.)

ARTICLES OF ASSOCIATION.

For the purpose of forming a religious corporation, with the powers conferred by the Constitution of the State of Missouri, and under and pursuant to an Act of the general Assembly of said State, entitled "An Act concerning Corporation," approved March 19, 1866, the undersigned, members of the congregation worshipping at the church known as Church, of hereby adopt the following

ARTICLES OF ASSOCIATION:

First—The name of the corporation shall be, "The Rector, Church Wardens, and Vestrymen of Church, of

," and shall have the power of acquiring, holding, using and disposing of so much land as may be required for a church, parsonage, chapel, parish school and burial ground, and of managing the same, and contracting in relation thereto; and may have a common seal, and change the same at pleasure.

Second—The powers and duties of said corporation shall be vested in and exercised by a Board of Trustees, who shall be elected on Easter Monday of each year, on the same ticket, and be the same persons who are elected as Wardens and Vestrymen of said Church, and shall hold their office until their successors shall be duly elected. Any vacancy happening in said Board, from any cause, may be filled by said Board.

Third—The present Vestry of Church, of , to wit, , , , , , shall be the First Board of Trustees of said corporation, and shall hold their offices until Easter Monday, A. D. 18 , and until their successors are duly elected and qualified.

Fourth—The Board of Trustees shall have the right to designate one of their number as presiding officer, and to appoint such officers and agents, from time to time, as they may deem proper ; and are authorized to sell, lease, mortgage, convey, in trust or in fee, or otherwise dispose of any leasehold or real estate belonging to said corporation.

Fifth—The said Board of Trustees shall have the power to issue bonds or notes of said corporation for the purpose of raising money to erect a church, chapel, or parsonage, or any building for religious purposes, on the lands they may own or acquire, and may secure the payment thereof upon any real estate owned by said corporation, by way of mortgage or deed of trust: and may make such regulations touching the rent, use or occupation of said property, or any part thereof of interest therein, as they may deem proper. (This and the next preceding Article are to be taken and acted upon in subjection to the second and third sections of Canon XXI., of Title I., of the Canons of the Protestant Episcopal Church of the United States of America.)

Sixth—The first meeting of said corporation may be called by the Rector reading a notice thereof during divine service, held upon any Sunday, at their accustomed place of worship—said notice specifying that said meeting will be held the succeeding Monday evening.

Seventh—The Board of Trustees shall have power to make such By Laws as they may deem expedient, and alter the same—not, however inconsistent with the foregoing Articles of association.

(Signatures.)

(Form F.)

STATE OF MISSOURI, } ss.
County of..... }

To the Honorable , *Judge of the Circuit Court in and for the County aforesaid:*

The petition of the undersigned, respectfully shows to the Court that they are desirous of becoming an incorporated Church, under the name of "The Rector, Church Wardens and Vestrymen of ," pursuant to the provisions of the laws of the State of Missouri, and herewith present a copy of their Articles of Association. They therefore pray that they may be incorporated, and receive a certificate of incorporation under the name aforesaid.

(Signatures.)

The signatures being obtained to Forms E and F, a copy of the legal Articles of Association (Form E), must be presented, with the petition praying for a certificate of incorporation (Form F), to the Circuit Court of the county, and a certificate of incorporation procured.

OF ADMISSION INTO UNION WITH THE DIOCESE.

In order for a new Parish to be admitted into union with the Church in this Diocese, an application must be made at the Diocesan Convention held next after the organization. The following is the form of application:

(Form G.)

To the Annual Convention of the Protestant Episcopal Church in the Diocese of Missouri:

The petition of the undersigned respectfully shows that a new Parish, known by the name of "The Rector, Church Wardens, and Vestrymen of ," was, on the day of ,A. D. 18 , duly organized, pursuant to Canon III., and permission for that purpose theretofore granted; that individuals of full age signed canonical Articles of Association, a majority of whom were present and united in said organization; that said persons so signing said Articles gave notice of their intention to organize, on two occasions of public worship, at least one week apart, and within one month before the time of organization; that immediately after divine service, held within the month aforesaid, a public election for two Wardens and Vestrymen was had; that they caused legal Articles of Association to be prepared, and presented the same to the Circuit Court of the county of

, and procured a certificate of incorporation to be granted, and proper notice to be given that the organization had taken place ; that their permission to organize, defining the limits of said Parish, canonical and legal Articles of Association, together with the certificate of incorporation and certificate of approval, are herewith shown to the Convention ; that the undersigned, are the Church Wardens, and the Vestrymen of said Church. They therefore pray that said Parish, so organized as aforesaid, may be admitted into union with the Convention of this Diocese.

Wardens.

Vestrymen.

The Vestry must submit to the Convention, with their application for admission, their canonical and legal Articles of Association, certificate of incorporation, permission to organize, and approval of the organization.

APPENDIX E.

Instruction for the Organization of New Parishes

AND CONGREGATIONS IN THE DIOCESE OF MARYLAND.

1. A Notice must be put up at the church or churches within the Parish or Parishes, out of which the new Parish is to be formed, at least three months before the Annual Meeting of the Convention of the Diocese at which the application for permission to organize is to be made; which Notice shall describe the metes and bounds of said new Parish.

2. A Notice of *Petition for leave to Organize* must be filed with the Secretary of the Convention before the time of the Annual Meeting.

3. If the Convention grant leave to organize, a meeting to be attended by at least *nine* persons qualified to vote for the election of Vestrymen shall then be held at some fixed time and place (at which Notice shall have been set up at least *ten* days before), within the bounds of said new Parish, at which *eight* sober and discreet persons shall be elected as Vestrymen of the new Parish to serve until the next following Easter Monday, in accordance with the Vestry Act of A. D. 1798, Ch. 24, and by the supplement thereto in Maryland and the District of Columbia.

4. A record of said meeting, shall be entered in the book of the Vestry and shall be certified to by at least *five* of the persons attending.

5. A duplicate copy of said record duly sealed and certified, shall then be filed with the Secretary of the Convention together with a document signed by the *eight* Vestrymen duly elected declaring their assent to the Constitution and Canons of the Prot. Ep. Church in the Diocese of Maryland, and their adherence to the Doctrine, Discipline and Worship of the Prot. Ep. Church in the U. S. of America; and also a petition for admission into union with the Convention.

If it is desired to form a new Congregation within a Parish:

1. Notice in writing must be given, at least three months before the meeting of the Annual Convention to the Rector, and if there be no Rec-

tor, to the Vestry or Church Wardens of the Parish that it is proposed to make application to the convention to organize.

2. If permission be given, the procedure shall be as provided for in the case of New Parishes.

It is also provided by Can. VII., Tit. A. of the Compilation "that no Parish or Congregation although constituted by the Convention, shall be considered as a part of the Prot. Ep. Church in the Diocese, without a strict conformity on the part of such Parish or Congregation to the use of the Liturgy of said Church, nor without a compliance, in case of a Parish, with the provisions of the Vestry Act, or in case of a Congregation with the provisions of any laws which have been, or may be passed by the State of Maryland, the District of Columbia, and the Congress of the U. S.; provided such laws be first accepted by the Diocese."

APPENDIX F.

Notice to be given to the Bishop of the election and acceptance of a Minister.

To the Right Rev. the Bishop of ———:

"We, the Church Wardens, (*or in case of an Assistant Minister*, We, the Rector and Church Wardens), do certify to the Right Rev. (*naming the Bishop*), or to the Rev. (*naming the President of the Standing Committee*), that (*naming the person*) as been duly chosen Rector (*or* Assistant Minister, *as the case may be*) of (*naming the Parish* or *Church*)."

} Wardens.

} Vestrymen.

(Date, etc.)

Form of the Certificate of the Election of Church Wardens and Vestrymen.

This is to certify that at the stated annual election of Church Wardens and Vestrymen, for ——— —— Church, ———, held at the Church (or place of public worship of said Church), immediately after the Morning Service, on the ——— day ——— 18—. The following persons were duly elected by a majority of voices entitled to vote: A. B. and C. D. as Church Wardens, and E. F., &c., as Vestrymen, for the ensuing year.

Witness our hands at ———, this —— day of ——, 18—.

G——— H———, Rector.
I——— J———, } Electors.
K——— L———, }

[If the election was to fill a vacancy, the certificate can be varied accordingly.]

APPENDIX G.

LEASE OF PEW.

THE Corporation KNOWN AS
In consideration of the rents and covenants herein specified, do hereby LET and Lease unto
Pew numbered in their Church
for the term from and after the date of these presents until the
day of in the year eighteen hundred
upon the conditions following, viz: That said lessee shall pay to said lessors the annual rent of
dollars quarterly in advance, on the first days of January, April, July, and October in each year: and that no trimmings or ornaments or alterations shall be made in said pew without the consent of said lessors, and upon any failure in the performance of any of said conditions, the said lessor shall be at liberty, at any time thereafter, to enter upon and take possession of said pew, and the interest of said lessee shall thereupon cease.

The said lessee agrees to pay the said rent in manner and at the times aforesaid, and upon the expiration of this lease or upon any failure to perform any of said conditions, to deliver up possession of said pew, whenever required by said lessors.

The lessors reserve the right at any regular service in said church to seat other persons in said pew, if the same is vacant minutes after the commencement of service, and also upon all funeral occasions and meetings other than regular morning and evening prayer, without regard to time.

It is also agreed that upon days notice before the expiration of this lease, said lessee may require a renewal thereof but only upon such new terms of rent and upon such other reasonable conditions as shall then be usually demanded of the lessees by said corporation.

IN WITNESS WHEREOF, said parties have executed these presents this
day of A. D. 18

Signed, Sealed and Delivered, in presence of

DEED OF SALE OF PEW.

KNOW ALL MEN BY THESE PRESENTS, THAT
for and in consideration of the sum of
dollars to them in hand paid by
the receipt whereof is hereby acknowledged, do by these presents grant, sell, assign and convey, unto the said
executors, administrators and assigns, Pew numbered
in their present Church edifice, in the
: the interest hereby conveyed being in the said edifice, and not in the land upon which the same is built, nor in any edifice to be hereafter built thereon. TO HAVE AND TO HOLD THE SAID PEW numbered unto the above named grantee, executors, administrators, and assigns, FOREVER, subject always to the conditions following, that is to say: That the said Pew shall be liable to an annual assessment not exceeding per cent. on the sum of dollars, to be paid quarterly, in advance; said assessment and time of payment to be declared, from time to time, by a resolution of the Vestry, and to remain at such rate and times as they shall so fix, until subsequently altered by resolution; and also to such special assessment, at any time not exceeding per cent. on said sum, as may be levied by resolution of the Vestry for repairs of such edifice and appurtenances which assessments, if any sum due shall remain unpaid for more than one month after payment shall be first demanded, or three months after the same shall be payable, whether demanded or not, may be collected by sale of such pew for any amounts so due and unpaid; such sale to be ordered by resolution of the Vestry, and to be made after two weeks notice by in all moneys so due and expenses of sale to be deducted from the proceeds of such sale, and the surplus to be paid to said grantee, executors, administrators or assigns; and subject to this further condition: that said Pew shall not be trimmed without the consent of the Vestry of said Church, and that upon funeral and other than regular services and whenever found vacant minutes after the opening of any regular service in said church, it shall be lawful to seat therein during such service, any person or persons not otherwise provided for.

IN WITNESS WHEREOF, The said grantors have hereunto set their corporate seal and caused these presents to be signed by their Secretary this day of in the year of our Lord one thousand eight hundred and

Signed, Sealed, and delivered in presence of

APPENDIX H.

Form of Certificate for Lay Delegates.

This is to Certify that at a regular Meeting of the Vestry (*or* Parish) of Church held according to law in the day of 18 the following persons. viz. :

Messrs————————,
————————, (*Let the Names be written in full*)
————————,

Were duly elected Lay Delegates to represent the Parish in the next Diocesan Convention, to be held in Church, in on the day of , A. D. 18 .

And we do further certify that each of the Delegates so appointed is (*a Communicant or otherwise as the Canons of the Diocese require*)

Given unto our hands, the day of , A. D. 18

Clerk—
Rector—

B.

Certificate of the Appointment of Lay Delegates from a Church having no Vestry.

We, the undersigned, do hereby certify, that a meeting of the congregation of (A) was held in (B) on the day of in the year of our Lord one thousand eight hundred and at o'clock, in the noon, for the purpose of electing Delegates to the Convention of the Church in this Diocese by the male members of such Church or congregation, of full legal age, who have been members thereof for not less than one year immediately previous thereto. That the time, place, and manner of holding the election, and the notice thereof, (which was not less than ten days, and was publicly read in such Church, during the time of divine service, at each service, held on each of the two Sundays immediately previous to the election,) were fixed by rules or by-laws made by (C) at a meeting duly convened. That at such election presided, and acted as the (D)

If there be no Rector, state it in the Certificate and let the Warden presiding at the meeting sign. If the Clerk be absent, a Clerk. *pro tem.* may sign.

WE DO FURTHER CERTIFY, that at such meeting and election, Messrs. were duly chosen by the male members of such Church or congregation of full legal age, who have been members thereof for not less than one year immediately previous to the election of LAY DELEGATES from the said Church to the Convention of the Protestant Episcopal Church in the Diocese of , to be held on the last Wednesday of September, in the same year.

AND WE DO FURTHER CERTIFY, that each of the Delegates so chosen is (as the canons of the Diocese may provide) and has been such member for at least months next preceding the time of his appointment, and that the election was held in accordance with all the requirements of the Canons.

GIVEN under our hands, the day of A. D. 18

, *Minister of the Church.* (E)

, *of the Meeting.* (D)

APPENDIX I.

Form of application to the Bishop to establish a Mission.

APPLICATION FOR CHURCH SERVICES.

To the Right Rev. the Bishop of ————— :

RT. REV. FATHER:—We, the undersigned, residents of the town of ————, County of————, in this Diocese, desirous of obtaining the Services of the Protestant Episcopal Church, do hereby request of the Bishop that he will provide the same for us, in such wise as he may deem expedient.

And for these benefits, we do hereby place ourselves under the Spiritual jurisdiction of the Bishop of ————, and do recognize, and promise conformity to the Constitution, Canons, Discipline, and Worship of the Protestant Episcopal Church in these United States, and to the Constitution, Canons, and General Regulations of the Diocese of ————; and in accordance therewith, we do now desire to be organized as a "Mission," under the name of "———— *Mission*, ———— *Co.* — —.

And, furthermore, we do hereby agree to pay monthly to the Treasure of the Board of Missions of the Diocese, the sum of $——— for the present year, ending on Monday in Easter week.

Very respectfully,
Your Children in God :

N. B.—An application of this character must be signed by all desiring the Services of the Church.

(A) Insert here, accurately, the title or name by which the Church is known in law, as the same is described in the Certificate of Incorporation.

(B) Insert here *the place* where the meeting was held.

(C) Insert here *either* "the Trustees of the Church or congregation," *or else* "the members of the Church or congregation, qualified as aforesaid," according to the fact whether such rules or by-laws were made by the *Trustees* or by the *Congregation*.

(D) Insert here *either* "Clerk" or "Secretary." as the fact may be whether the Recording Officer be *appointed* and called by the one other other name and title.

(E) If not signed by the "*Minister of the Church*," these words may be erased, and instead thereof, insert "*Officer who preside at the Meeting*." The certificate may be signed *either* by the "Minister of the Church," *or* by the officer who presided at the meeting at which the Delegates were appointed. *In addition* thereto, *it must* be signed by the "Clerk" or "Secretary" of the meeting.

APPENDIX J.

Forms for Postulants and Candidates for Orders.

I.

Forms for Postulants.

(No. 1.)

Notice of Intention.

To the Right Reverend

Bishop of

RIGHT REV. AND DEAR SIR:

Having resolved to devote myself to the Sacred Ministry in the Protestant Episcopal Church, and trusting that I am inwardly moved thereto by the Holy Spirit, I hereby, with the approval of my Pastor, whose letter I enclose, give the notice required by Canon 2 of Title I., *Of the Admission of Persons as Candidates for Holy Orders*, and respectfully ask to be admitted as a Postulant in your Diocese.

I hereby affirm that I have never before applied to be admitted as a Candidate for Holy Orders, or as a Postulant, in this or any other Diocese.

[NOTE.—*If, however, the applicant has ever before applied, he must state the fact and explain it.*]

I am [*or I am not*] prepared at once to apply for recommendation to be admitted as a Candidate.

I am now prosecuting [*or I wish to prosecute*] my preparatory studies , and shall not need pecuniary aid [*or, I shall need aid while a Postulant and Candidate, which I hope to obtain from , or some other source*].

I was born in , on the day of , A. D. 18—: baptized in Church , on the day of , A. D. 18—, by the Rev. ; confirmed in Church, , on the day of , A. D. 18—, by the Rt. Rev. , Bishop of ; and received

my first Communion in Church, , on the day of , A. D. 18—,

I am now a Communicant in , and a citizen of ,

I am, Right Reverend Father,

Your faithful son and servant in Christ,

[*To be signed with the name in full.*]

Dated at
the day of , A. D. 18 .

(No 2.)

Form of application to the Standing Committee to be recommended as a Candidate for Orders.

To the Standing Committee of the Diocese of

The undersigned being years of age, and a Citizen of the United States applies to be recommended to the Bishop of as a Candidate for Holy Orders. He begs to enclose the letter of the Bishop approving of his application for the same,

Respectfully

Dated at
the day of , A. D. 18 .

(No 3.)

The usual Testimonial to the Standing Committee in behalf of one applying to Become a Candidate for Holy Orders.

(To be signed by the Rector and by a majority of the vestry of the Parish to which the Postulant belongs; or by at least one Presbyter and four respectable Lay Communicants. If by the latter, the paragraph testifying to the vestry should be omitted.]

"We whose names are hereunder written, testify, from our personal knowledge and belief, that A. B. is pious, sober, and honest; that he is attached to the doctrine, discipline, and worship of the Protestant Episcopal Church, and that he is a Communicant of the said Church, in good standing; and do furthermore declare that, in our opinion, he possesses such qualifications as fit him for entrance on a course of preparation for the Holy Ministry.

"And we do further testify, that we, the undersigned, are the Rector and a majority of the Vestry of [*naming the Church,*] to which Church or Congregation the said A. B. belongs; and that the said Vestry is, at the time of signing this testimonial duly convened.

Dated at
the day of , A. D. 18

II.

Forms for Deacon's Orders.

(No. 4.)

Notice of Intention.

To the Right Reverend

Bishop of

I hereby signify my intention to become a candidate for Deacon's (or for both Deacon's and Priest's) Orders.

Signed,

Dated at
the day of , A. D. 18 .

(No 5.)

Testimonial to be Presented to the Bishop before Ordination by a Candidate for the Diaconate from the Rector of a Parish.

I hereby signify my belief that A B is qualified to Minister in the office of a Deacon to the Glory of God and the edification of the Church.

RECTOR.

Dated at
the day of , A. D. 18 .

(No 6.)

The Clerical Testimonial to the Standing Committee, in behalf of a Candidate who desires Ordination to the Diaconate.

(To be signed by "at least one respectable Presbyter of the Prot. Ep. Church, in the United States.")

I do certify that A. B., for the space of three years last past, hath lived piously, soberly, and honestly, and hath not, so far as I know or believe, written, taught, or held anything contrary to the doctrine or discipline of the Protestant Episcopal Church; and, moreover, I think him a person worthy to be admitted to the sacred Order of Deacons. This testimonial is founded on my personal knowledge of the said A. B., for one year last past, and for the residue of the said time upon evidence that is satisfactory to me.

IN WITNESS WHEREOF, I have hereunto set my hand this——day of ———, in the year of our Lord———.

C. D., *Presbyter of the Prot. Ep. Church.*

Dated at
the day of , A. D. .

(No 7.)

The Parochial Testimonial to the Standing Committee, in behalf of a Candidate who desires Ordination to the Diaconate.

To be signed by "the Minister and Vestry," or by, &c. See Tit. I. Can. 6., §§ IV., V.

We, whose names are hereunder written, do testify from evidence satisfactory to us, that A. B., for the space of three years last past hath lived piously, soberly and honestly, and hath not so far as we know or believe written, taught, or held anything contrary to the doctrine of the Protestant Episcopal Church; and moreover, we think him a person worthy to be admitted to the sacred Order of Deacons.

In witness whereof we have hereunto set our hands this day of , in the year of our Lord 18 .

Dated at the day of , A. D. 18 . } Rector of Church, } Vestry of Church

(No. 8.)

Testimonial of "two or more learned Presbyters" to be presented to the Bishop by a Candidate for Deacon's Orders only.

To the Right Reverend

Bishop of

The undersigned, Presbyters of the Prot. Ep. Church, certify that we are personally acquainted with a Postulant for admission to Candidateship for Deacon's Orders, and that for our further satisfaction we have examined the said , that we deem him to possess such personal qualifications, and to have attained such proficiency in the English language and learning, and in particular in the art of reading aloud, and such general acquaintance with the Holy Scriptures and the book of Common Prayer, as to justify the election of his usefulness in the office of a Deacon.

Signed

Dated at the day of , A. D. 18

III.

Forms for Priest's Orders.

(No. 9.)

Certificate of Title.

To the Right Reverend

Bishop of

The undersigned Wardens and Vestrymen of Church certify that is engaged with the said church, and that we will receive him as our minister.

Signed

} Wardens.

} Vestrymen.

Dated at
the day of , A. D. 18 .

(No. 10.)

Application to Standing Committee to be recommended for Priest's Orders.

To the Standing Committee of the Diocese of

The undersigned hereby applies for recommendation to the Bishop of for Ordination to Priest's Orders. He is years of age, and has complied with all the Canonical requirements in such cases made and provided.

Signed

Deacon.

Dated at
the day of , A. D. 18 .

(No 11.)

The Clerical Testimonial to the Standing Committee, in behalf of a Deacon who desires Ordination to the Priesthood.

I do certify that A. B., for the space of three years last past, has lived piously, soberly, and honestly, and has not, so far as I know or believe, written, taught, or held anything contrary to the doctrine or discipline of the Protestant Episcopal Church; and, moreover, I think him a person worthy to be admitted to the sacred Order of Priests. This testimonial is founded on my personal knowledge of the said A. B. for one year last past, and for the residue of the said time upon evidence that is satisfactory to me.

In Witness Whereof, I have hereunto set my hand this day of , in the year of our Lord .

[Place, Date.] C. D., *Presbyter of the Prot. Ep. Church.*

(No 12.)

The Parochial Testimonial to the Standing Committee, in behalf of a Deacon who desires Ordination to the Priesthood.

We, whose names are hereunder written, do testify that A. B., for the space of three years last past, hath lived piously, soberly, and honestly, and hath not, so far as we know or believe, written, taught, or held anything contrary to the doctrine or discipline of the Protestant Episcopal Church; and moreover, we think him a person worthy to be admitted to the sacred Order of Priests.

In Witness Whereof, We have hereunto set our hands this day of , in the year of our Lord .

[Place, date,]

C. D., *Minister or Rector of Ch*

E.F., G.H., } *Vestry of Ch.,*

(No. 13.)

Testimonial to the Standing Committee of a Candidate for Priest's Orders who desires a dispensation from the Latin, Greek and Hebrew languages, &c.

To the Standing Committee of the Diocese of

The undersigned, Presbyters of the Prot. Ep. Church, do testify that in our opinions a Postulant for admission to Candidateship for Orders in the Diocese of possesses extraordinary strength of natural understanding, a peculiar aptitude to teach, and a large share of prudence, and

And for the above causes, we believe it reasonable that a Dispensation should be granted to the said from

Signed

Dated at

the day of , A. D. 18 .

APPENDIX K.

Forms for Standing Committees.

(No. 1.)

To the Right Reverend
Bishop of

We, whose names are hereunder written, do certify that, from Testimonials laid before us, we believe that is pious, sober and honest; that he is attached to the doctrine, discipline and worship of the Prot. Ep. Church; and that he is a Communicant of the said church, in good standing; and do furthermore declare that in our opinion, he possesses such qualifications as fit him for entrance on a course of preparation for the Holy Ministry.

(*Signatures of a Majority of all the Members.*)

(No. 2.)

Recommendation for Deacon's Orders.

To the Right Reverend
Bishop of

We, whose names are hereunder written, do certify that hath laid before us satisfactory testimonials; that for the space of three years last past, he hath lived piously, soberly and honestly, and hath not written, taught, or held anything contrary to the doctrine and discipline of the Prot. Ep. Church; moreover, we think him a person worthy to be admitted to the Sacred Order of Deacons.

In witness whereof, we have hereunto set our hands, this day of , in the year of our Lord, A.D. 18 .

(*Signatures of a Majority and of all consenting.*)

(No. 3.)

Recommendation for Priest's Orders

To the Right Reverend
Bishop of

We whose names are hereunder written, members of the Standing Committee of the Diocese of , do testify that hath laid before us satisfactory testimonials that for the space of three years last past, he hath lived piously, soberly and honestly; and hath not written, taught, or held anything contrary to the doctrine or discipline of the Prot. Ep. Church; and moreover, we think him a person worthy to be admitted to the Sacred Order of Priests.

In witness whereof we have set our hands this day of , in the year of our Lord 18 .

(*Signatures of a Majority and of all consenting.*)

(No. 4.)

Recommendation for Dispensation.

To the Right Reverend
Bishop of

We the undersigned, being two-thirds members of the Standing Committee of the Diocese of , certify, that from testimonials laid before us, we believe that it is reasonable that , a Postulant for admission to Candidateship for Orders, should receive a Dispensation from , and we hereby recommend that such Dispensation be granted.

Signed

APPENDIX L.

FORMS FOR BISHOPS.

(No. 1.)

Transfer of Application.

To all whom it may concern:

Permission is hereby granted to desiring to become a for Holy Orders to make application to the Bishop and Standing Committee of the Diocese of

Signed

Bishop of

Dated at
the day of , A. D. 18 .

(No. 2.)

Certificate of Causes.

To the Right Reverend

Bishop of

The undersigned Bishop of , hereby certifies, that was refused admission as a Candidate for Holy Orders (or was stricken from the list of Candidates), on the day of , A. D. 18 , in the said Diocese of , for the following reasons and none other:

(Reasons.)

Signed

Bishop of

Dated at
the day of , A. D. 18 .

(No. 3.)

Certificate of Dispensation.

This is to certify that, on the recommendation of the Standing Committee, a Dispensation from is granted to a Postulant (or Candidate) for admission to Orders.

Signed

Bishop of

Dated at
the day of , A. D. 18 .

(No. 4.)

Permission to apply for admission.

To the Standing Committee of the Diocese of
is hereby authorized to apply to the Standing Committee for recommendation to be admitted a candidate for Holy Orders.

Signed
Bishop of

Dated at
the day of , A. D. 18 .

(No. 5.)

Letter Dismissory.

To the Right Reverend
Bishop of

I hereby certify, that who has testified to me his desire to be transferred to the Ecclesiastical Authority of is a of in regular standing; and has not, so far as I know or believe, been justly liable to evil reports for error in religion or viciousness of life, for three years last past.

Signed
Bishop of

Dated at
the day of , A. D. 18 .

(No. 6.)

Certificate of Reception.

To whom it may concern:
I hereby certify that the Rev. has been Canonically transferred to my jurisdiction, and is a minister in regular standing.

Signed
Bishop of

Dated at
the day of , A. D. 18 .

APPENDIX M.

Commendatory Letter.

We do hereby commend our beloved in Christ , now removing from this Parish, as a Communicant of the Prot. Ep. Church, in good standing, to the kind offices of every member of Christ's Holy Church, and especially to the Pastoral care of our brother, the Rev.
Rector of

Signed
Rector of

Dated at
the day of , A. D. 18

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